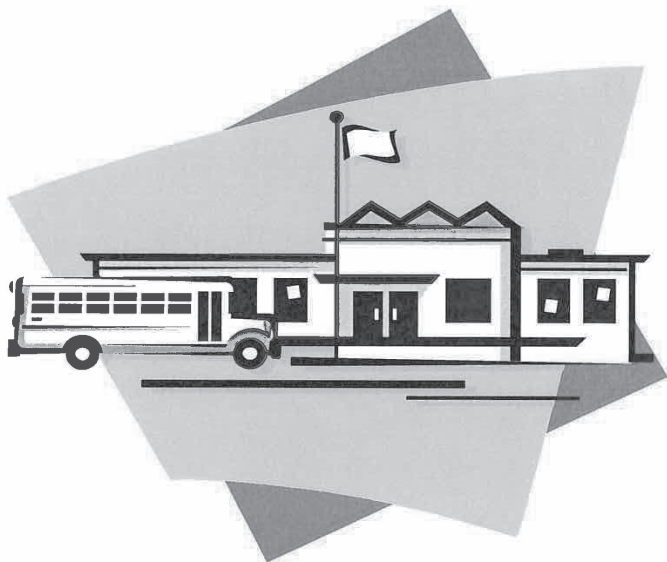


ANNUAL REPORT
of the
LITCHFIELD
NEW HAMPSHIRE
SCHOOL DISTRICT



2008

In Memoriam



JACQUELINE M. HUNTER
DECEMBER 31, 1953—AUGUST 31, 2008

Special Education Teacher

LITCHFIELD MIDDLE SCHOOL
LITCHFIELD SCHOOL DISTRICT

LITCHFIELD SCHOOL DISTRICT ANNUAL REPORT – 2008

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SCHOOL DISTRICT OFFICERS

MODERATOR

John G. Regan

CLERK

Lynn Baddeley

TREASURER

Lynn Baddeley

SCHOOL BOARD

Dennis Miller, Chair
Term Expires March 2009

Cynthia Couture, Vice-Chair
Term Expires March 2011

Dorothy Beauregard
Term Expires March 2009

Ralph Boehm
Term Expires March 2010

Patricia Jewett
Term Expires March 2010

Alison Lajoie
Michael Clark
Student Representatives to the School Board



LITCHFIELD SCHOOL DISTRICT

School Administrative Unit #27

Litchfield Board of Education

One Highlander Court

Litchfield, NH 03052

Phone: (603) 578-3570

Fax: (603) 578-1267

Equal Opportunity Employer

Dennis Miller, Chair

Cynthia Couture, Vice Chair

Ralph Boehm

M. Patricia Jewett

Dorothy Beauregard

Chairman's Annual Report 2008

To My Fellow Residents of Litchfield,

It is with great pride I submit my annual report as Chairman of the Litchfield School Board. As a board, we strive to remain focused on providing the highest quality education possible for all students. I am extremely fortunate to have my fellow members on the board; their diverse backgrounds and viewpoints make the experience a truly rewarding one.

Each member of the board continues to participate in some form of work for the district beyond the school board meetings. There is a variety of committees on which school board members serve. There are meetings with other educational organizations, participation in town and state government, as well as attendance at performances, sporting events, academic ceremonies and more.

Dr. Cutler, Cindy Couture, and I met with Governor Lynch and discussed some of the difficulties we as a town faced over the past year, including a potential cut in state educational funding and the inequities of the state building aid formula for towns such as Litchfield. We were successful in providing enough information to influence the Legislature to maintain current funding levels.

A fire safety inspection of GMS in June of 2008 brought about a list of required changes for the school to open in September of 2008. Working with the fire department and the building and health inspector in town, approximately \$400,000 worth of work was completed in a two-month window at GMS. New building exits were added; the fire/safety system upgraded with new strobes and horns, and the closing of the 1930's portion of the building were all completed in a very short time. There are still several items from the inspection which need to be addressed this year, and that work will be completed by September 2009. On behalf of the board and district, I again want to thank the fire department, and the building and health inspector for working with the district and making the building as safe as it can be.

With the defeat of the building proposal in March of 2008 and the mandating of kindergarten by the state, the board and the SAU staff worked at providing the NH State Department of Education a plan to implement kindergarten in Litchfield. We will have kindergarten, housed in portables, at GMS in September of 2009, using kindergarten reimbursement funds from the state for acquisition and setup costs. The defeat of the building proposal has also required work at GMS to meet state school approval standards. We will be working to upgrade the necessary items at GMS this year, as the school must meet state minimum standards in 2009.

Dr. Elaine Cutler brought new focus and energy to the SAU over the past year. She has tremendous insight into the education process from her years in Florida as well as in New Hampshire. She also brought some needed experience in opening a shelter, albeit not for hurricane relief, but for relief from the cold for residents of Litchfield who went days without power in December. This event

demonstrated the best Litchfield has to offer with town and school personnel working together to open the shelter at CHS, and to staff it round-the-clock.

We continue to experience the benefits of having dedicated, seasoned employees in the district. Without these dedicated people, education in Litchfield would never approach the levels it has over the years. It is truly the people "working behind the scenes" who make the educational machine run as efficiently as possible.

I want to again thank the residents of Litchfield for their support of the school district initiatives over the past year. I hope we can continue to work together to bring the best possible education to each student in Litchfield. It is only together we can truly succeed.

Respectfully submitted,

Dennis Miller
Litchfield School Board Chair



LITCHFIELD SCHOOL DISTRICT

School Administrative Unit #27

Office of the Superintendent

One Highlander Court

Litchfield, NH 03052

Phone: (603) 578-3570

Fax: (603) 578-1267

Equal Opportunity Employer

Elaine F. Cutler, Ed. D.

Superintendent

(603) 578-3570

Stephen F. Martin

Business Administrator

(603) 578-3574

Ronda Gregg

Special Education Director

(603) 578-3575

2008 Annual Report Superintendent of Schools

I am pleased to present the Superintendent of Schools Report to the community of Litchfield. As the Interim Superintendent for the 2007-08 school year, I was honored to be appointed by the Litchfield School Board as the Superintendent of Schools for the 2008-09 school year.

This has been a year of stability and consistency in personnel for our schools. All administrators have been in place for more than one year in all schools, and SAU #27 has also maintained the same competent staff. As a result, we have been able to better serve the community as a district, rather than a collection of schools as we developed more consistent processes for management and administration.

Communication has improved with an article in the local paper each month discussing school events and issues. Alert Now, an electronic messaging system, was used for school announcements and closings, as well as for emergency management purposes during the December ice storm. The Litchfield School Board has continued publishing quarterly newsletters for the community, as well as submitting several articles to the press regarding current issues. The district website and all school websites have also been updated.

The Litchfield School Board has set a goal to update school board policies and has worked consistently to that end. The Litchfield School District has all updated policies available on its website at www.litchfieldsd.org as well as its meeting schedule, minutes, and critical reports that may be of interest to the community. Important policies that concern students are published in Student Handbooks at every school.

Edline, an information service for coursework requirements, grades and attendance used by parents and students, is now available at both the middle school and the high school. Communication and community engagement continues to be a priority for the district.

An Adult Education Program became a reality this year as evening courses were offered to the community that would enhance personal skills and recreation. Photography, line dancing, computer education, and Tai Chi were some of the courses that were well attended. This program will continue in the coming year.

The District Volunteer Program was formalized in September. Although all schools have had volunteers for many years, this was the first effort to start a database and provide an orientation to all our school volunteers with legal guidelines and expectations. School administrators clearly understand and

appreciate the incredible dedication and commitment of school volunteers and the positive enhancement that they provide for students and staff.

A Warrant Article for a new elementary school failed during the March 2008 School District meeting. This was the fourth time a new school proposal had been presented to the voters since 2003. The Building Committee recommended that no new school be on the ballot in 2009 and, after conducting an extensive survey of all registered voters in Litchfield, the Litchfield School Board agreed.

Dramatic safety changes did occur at Griffin Memorial School as a result of an independent evaluation by a fire and safety consultant. Two new exits were installed, an updated fire alarm system was installed, new fire doors were installed, and the 1930's building was closed for all use. Because of the renovations at GMS, classroom space was lost, and a double classroom portable was installed in August 2008, which houses two (2) third grade classes. Unencumbered year-end funds were used for these renovations. Safety for children and staff was greatly enhanced.

As a result of the 2008 New Hampshire Legislative Session, kindergarten programming was mandated for the eleven (11) school districts that did not offer this service. Litchfield is one of the affected districts. A planning team was assembled, and kindergarten is slated to begin in September 2009. State funding will provide for portable classrooms for three years. These classrooms will have water and bathroom facilities. It is projected that Litchfield will need three kindergarten classrooms. Materials will be reimbursed by state funds, and the district will be reimbursed \$1200 per kindergarten child.

Although there is some question and state-wide controversy regarding the establishment of kindergarten without the express consent of the voters, professional educators are excited about the prospect of having a developmental kindergarten program that will provide a consistent and appropriate kindergarten experience to our youngest students.

Litchfield is a community that accepts and supports its responsibility to provide educational and recreational services to its children very seriously. On behalf of the administrators, staff and students, please accept my sincere appreciation for your dedication and commitment. This community is a wonderful place for students to become the leaders of tomorrow.

Respectfully submitted,

Elaine F. Cutler, Ed.D.



LITCHFIELD SCHOOL DISTRICT

School Administrative Unit #27

Office of the Superintendent

One Highlander Court

Litchfield, NH 03052

2008 ANNUAL REPORT BUSINESS AND FINANCE

I am pleased to submit my annual report on the District's business and financial operations.

Last year we completed a major milestone in our goal to improve and modernize our operational processes with the implementation of our new financial and human resources management software and met our implementation requirements of new federal IRS regulations.

The District closed fiscal year 2008 with an unreserved and undesignated general fund balance of \$467,536 or 2.6% of the total General Fund expenditures. This fund balance was due to three major areas: \$303,632 under spent in Special Education out-of-district tuition, transportation and student support services as these anticipated expenses which were budgeted for specific students were not required; \$117,781 in excess revenues which must be returned to the year-end fund balance; and \$54,000 under spent in self-funded programs which do not impact the local property tax rate. We continued to closely monitor spending through a formalized forecasting process involving the entire administrative team.

We received a positive preliminary verbal report from our auditors, with no material issues identified requiring further management action. Due to new auditing standards and the additional work required by our auditors to implement them, the final audit report has not been released as of the writing of this report. One area of concern identified by our auditors is that the District does not have an assistant treasurer to sign checks when the treasurer is not available. The District is not allowed to appoint an assistant treasurer and the voters in past years did not pass the warrant article authorizing this position. The 2009 warrant will include another request for the voters to approve this required unfunded position.

All of our required reports to both the NH Department of Education and NH Department of Revenue Administration were successfully submitted accurately and on time.

The most significant accomplishment last year was the completion of our setup, conversion, and live implementation of our new eFinancePLUS financial management and HR software solution. This project took over four-thousand staff hours to complete. The new software has proven to be a more functional and easy-to-use product for our District's needs. In addition to helping the District be more productive, the new solution will save the District in excess of \$40,000 per year starting in the 2009-2010 school year.

A second major project was the implementation of the new Internal Revenue Service 403(b) retirement program regulations. During the year we researched alternatives for implementation, hired an outside firm to be our third party administrator, wrote and obtained Board approval of a new District 403(b) Plan document, and successfully began the implementation of the new plan prior to the required implementation date of January 1, 2009.

During 2008 we continued to monitor our internal controls and modify processes when needed.

Our finance staff successfully handled ongoing operations in addition to the many hours of additional work taken up by the eFinancePLUS implementation project. I want to acknowledge the continued excellent work and dedication of JoEllen Bellerive, our Chief Accountant, and Bernice Manikas, our Payroll Coordinator, along with Bruce Ballou, our Technology Director, for their efforts in all of these

accomplishments. In particular I want to acknowledge and thank Deb Mahoney, our HR Director, for her valuable contributions, many hours of work, and her support in both the eFinancePLUS and 403(b) projects.

Our Buildings & Grounds operations continued to concentrate on improving the maintenance of our facilities along with ensuring a clean and healthy environment. Major projects in 2008 included the completion of some major unplanned building repairs and improvements at GMS to meet health and safety requirements, new fencing and track repairs at CHS, and the purchase of a district pickup truck. We continue to work on completing the development and implementation of our district-wide preventive maintenance plan. To help better manage our energy costs, we joined with other school districts in forming an energy buying group to help make more knowledgeable and cost effective energy procurement decisions. The use of energy consultants and a joint energy supply bid process has already saved the District more dollars than the cost of the services.

I wish to acknowledge the excellent and dedicated work of our facilities team: Sue Ayer (Campbell High), Matt Bennett (District-wide Building & Grounds Coordinator), Dave Ross (Griffin Memorial), and Jack Williams (Middle School), and their staffs for their excellent job in maintaining our facilities and grounds for our students and staff.

Separate reports are being submitted by the directors of technology and food service. Both operations continue to be well run and are meeting the needs of our students and staff. I do wish to take this opportunity to acknowledge the excellent work of Hilda Lawrence, our Food Service Director, and her staff, along with Bruce Ballou, Technology Director, and Dick Welch, Technology Coordinator.

As we enter 2009, my team and I look forward to completing the implementation of a district-wide maintenance plan, a complete review and modernization of the District's purchasing operations, making more use of our new finance and HR software solution and continuing to improve the business and financial operations of the District.

Respectfully Submitted,

Stephen F. Martin
Business Administrator



LITCHFIELD SCHOOL DISTRICT

School Administrative Unit #27

Office of the Superintendent

One Highlander Court

Litchfield, NH 03052

2008 Annual Report Department of Special Services

The Special Services Department encompasses Special Education services, 504 students, English Language Learners, and home schooled students, which includes 30 home-schooled students from 14 families. The special education staff in all three of our schools work as a team with regular education teachers to deliver quality academic education to all of the Litchfield students.

The school guidance counselors, the school social worker, and the two school psychologists continue to work with the district's *Comprehensive Guidance Plan*, which was written and approved last year. New surveys were sent out to all parents and staff, and are in the process of being collated and analyzed. The data from this information should provide the team with new input to guide future implementation of the *Comprehensive Guidance Plan*. In addition, this intervention team is planning an evening workshop for the parents around cyber-activities in and out of school. This promises to be an informative evening, which is being planned sometime in May.

Lesleigh Grant, our transition coordinator, reported a very successful year for our high school transition students. Seven students participated in *The Highlander Connection*, a hospitality-based coursework and training program at the Highlander Inn. Certificates were awarded at the end of the program, certifying that these students were qualified to work in many areas of the hospitality industry. Ms. Grant has been collaborating with area colleges and agencies to set up a similar program for the upcoming school year, which will allow other school districts the opportunity to tuition their students into this worthwhile program. We wish all of the *Highlander Connection* students well in their new endeavors in the working world.

The *Skills Tutor Program*, a web-based program, which was implemented at the middle school last year, was well received by the LMS staff. This program is now in its second year, and is being utilized to assist students who need extra help in a particular subject area or students who may benefit from enrichment courses.

The special education staff has welcomed four new staff members this year. Kerry Finnegan and Fran Colton have joined the middle school staff as the sixth grade and eighth grade special education teachers, respectively. Elin Pelland, serves in each building as the school social worker. Elin, along with Kristen Beckley, School Psychologist, are part of a *Statewide Community of Practice* initiative. This focus group is concentrating on ways that regional agencies and school districts can work together with families regarding the mental health needs of the community. In addition, we were thrilled to be able to welcome a second school psychologist, Tari Selig.

These new staff members, along with our continuing personnel, are working collaboratively to ensure continued growth for our students in the new school year. I would like to extend my sincerest 'thank you' to all of our special education staff for their hard work and dedication to the students of Litchfield.

Respectfully submitted,

Ronda Gregg
Director of Special Services



LITCHFIELD SCHOOL DISTRICT

School Administrative Unit #27

Office of the Superintendent

One Highlander Court

Litchfield, NH 03052

2008 Annual Report Curriculum and Instruction

It is with pleasure that I submit this annual report as the Director of Curriculum and Instruction for the Litchfield School District. The Litchfield School District continues to progress in offering the highest quality educational program for each student.

This past year, we have persisted with our work on aligning our curriculum to the state level expectations and adopting new and effective curriculum resources to implement these newly revised curriculums. Griffin Memorial School continues to utilize the Envisions Mathematics program and participate in the mathematics curriculum research study to identify the most effective math program for our students. Preliminary reports are showing positive results with this new program through both the researchers' data and our district-level data. At Litchfield Middle School, the teachers have begun to implement the newly acquired Mathscapes program where students are involved in hands-on problem solving situations on a consistent basis to enhance their mathematical understanding. At Campbell High School, we are implementing our first year of Integrated Algebra with our new Discovering series. Again, students are involved in problem-solving situations on a regular basis in an effort to reinforce their mathematical skills and to provide opportunities to use mathematics in real life settings.

Professional development has been key in ensuring the effective implementation of the newly revised curricula over the past three years. All teachers of mathematics K-12 have participated in extensive training to implement their recently acquired resources. Litchfield Middle School staff has also received 6 Traits of Writing training to address the writing achievement of our students in the middle school. A new program, Teacher Teaching Teachers, began this school year where our teachers receive training from their colleagues in areas including: technology, differentiated instruction, middle level learners, and special needs populations. This program has allowed us to harness the expertise within our district and share it with others.

Through the acquisition of a grant from the federal government, the Litchfield School District began an Assessment initiative where each school in the district has formed an assessment team that leads and facilitates the effective use of data in their respective schools. This initiative has provided training for the teams and additional staff on the use of data to improve and provide individualized instruction for each student of the district. We will continue to support this initiative as we develop professional learning communities that look at individual student work on a regular basis in an effort to improve instruction.

All of this work has resulted in a significant increase in student achievement as documented by both the New England Common Assessment Program (NECAP) and Northwest Evaluation Assessment (NWEA). This past October's NECAP assessment showed Litchfield School District students increasing their level of achievement at every grade level in every subject area. In addition, last year

ended with our students increasing their median RIT score on the NWEA at 7 out of 8 grade levels in reading and 4 out of 7 grade levels in mathematics.

I wish to thank all the staff, administrators, and school board members who continue to work to provide a quality educational program for our students. I look forward to continuing to work with them all in achieving the goals established by the Litchfield School District.

Respectfully submitted,

Amanda Lecaroz
Director of Curriculum and Instruction



LITCHFIELD SCHOOL DISTRICT

School Administrative Unit #27

Office of the Superintendent

One Highlander Court

Litchfield, NH 03052

2008 Annual Report

District Technology

As Technology Director for the Litchfield School District, I continue to be afforded the opportunity to apply and share my expertise in the field of computer technology with the students, teaching staff and support staff.

Working with very talented individuals, which include our staff, volunteers and students, we are trying to reach the goals set out by our technology plan* working at serving our computing needs as a district.

Griffin Memorial School

We have upgraded hardware at the elementary level, replaced the teacher PC's with laptops, helping with the reduction of power consumption, and replaced some of the old inkjet printers with more efficient LaserJet printers, which are shared by all staff. In addition, we have provided more LCD projectors that the staff share, enabling more class interactive involvement. We have also added new software, Kidspiration. This software is a visual way for children to explore words, numbers, and concepts.

Litchfield Middle School

We have been increasing the number of SMART Boards in the school. These pieces of classroom equipment allow the students to interact with the class better than a white board. They are connected to the network via a PC or laptop, enabling them to call up files they have created and enable them to share what they are doing for class.

We are implementing new software called SAMS. This software is training and testing software for Microsoft Office 2007. When the students are proficient in using the software, they will be able to receive a certificate from Microsoft. LMS is now using EdLine. This product interfaces with our grading system, and allows parents, students, and staff to login to a web site and monitor the progress of the students.

Campbell High School

We have either a SMART Board or a ChalkBoard® device in every classroom at the high school. These devices support the teaching staff in instruction, as well as actively engaging students in the classroom. We are in the process of upgrading the video equipment, most of which has been supplied by the Comcast Cable Company. It is being installed by members of the Cable Committee. These improvements have enabled the staff to better utilize the video equipment that is in the classroom for instruction. We are using EdLine at CHS also, giving parents easier access to their students' progress in the Litchfield School District.

SAU #27 District-wide

We have upgraded our Microsoft Office to the latest version, 2007, throughout the district. This helps us provide more real world software that is prevalent in the workplace. We have added equipment to create school ID badges enabling us to be more proactive in security areas of our district.

We have also upgraded our network bandwidth so our connection to the internet is more responsive. This will enable students and staff access to more tools and information, as well as administrative access to our on-line products.

The state is implementing student portfolios. Portfolios will be used to gather student progress throughout their K-12 experience in a visual way. We have increased our storage capacity to support this endeavor, and we are currently investigating the best method of managing this process.

We believe that the driving force of the IT Department is to help prepare the students to enter the world with as much knowledge as they need to make them successful in whatever endeavor they choose to pursue. To this end, we try to provide the best support and service to all students, teaching, and support staff.

In closing, I would like to thank you for the opportunity to work for the Litchfield School District, as it is a pleasure to work and collaborate with such a wonderful, supportive and professional SAU staff and school administrative staff, faculty and students.

Respectfully submitted,

Bruce H. Ballou
Technology Director

* <http://www.litchfieldsd.org/technology/techcommdocs/SignedTechPlan2008-2012.pdf>



LITCHFIELD SCHOOL DISTRICT

School Administrative Unit #27

Office of the Superintendent

One Highlander Court

Litchfield, NH 03052

2008 Annual Report

Food Service

I am pleased to submit the annual report for the Litchfield School District Food Service Program. In my ten years with the district, I have had the pleasure of working with a hard working food service staff, supportive administration and SAU staff, dedicated faculty, and wonderful students. Together we have made strides in improving and advancing the food service program throughout the years.

In October, an administrative coordinated review effort (CRE) of the USDA National School Lunch Program (NSLP) was conducted by the State Department of Education, Bureau of Nutrition for Griffin Memorial School. The purpose of the CRE is to measure compliance with USDA program regulation regarding claiming processes and to ensure that lunches for reimbursement contain food components as required by program regulations. Other general areas of the review include adequate program reporting, recordkeeping, menu requirements, and civil rights compliance.

The findings showed the following:

1. Enrollment Documentation and Review of Free/Reduced Applications: All parent applications for free and reduced price lunches were correctly approved.
2. Program Documents: A posting of the USDA's non-discrimination statement is posted in the cafeteria, menus and program documents. The statement needs a minor correction on the parent handbook that is distributed to parents at the start of the school year.
3. Staff training: All food service staff have received food/sanitation training, "Servsafe", passed the exam and are certified for five years. The food service department also incorporates nutrition education and learning opportunities for the children including nutrition related contests and activities during National School Lunch Week.
4. Nonprofit Meal Service, Procurement and Inventory: In accordance to USDA guidelines, the SAU is operating a nonprofit food service.
5. Menus and production records: Production records need more detailed information regarding serving sizes. Commercially prepared food that is a combined food should be clear as to what food components are included. Nutrition labels should be Children Nutrition (CN) labeled. Three discrepancies were found in the menus. One day did not contain a sufficient grain, one lacked an ounce of protein, and one included a non-fruit item.
6. Meal Counting and Claiming: Using the computer program, "Mealtime" the student accounts were confidential and did not identify children receiving free or reduced meals.
7. Sanitation, Storage and Food Production: Kitchen facility was clean and well organized. Refrigerators/freezers and storage rooms were at proper temperatures. Temperature logs for cold

and hot foods were completed. The District's Food Service Safety Plan is in place and being followed. The school fulfilled the two required health inspections for the year scoring a 98% from the state and meeting local health regulations as well. In addition, this year Campbell High School received a score of 99% in compliance to food service establishment sanitation standards and Litchfield Middle School scored a 100%.

I would like to congratulate the Griffin Memorial Kitchen staff, Sheila Dion, Cristen Thorpe, Laura Dampolo, and Pat Covey for their excellent review and continued exemplary teamwork!

Lunch prices did not change this year and ala carte food prices increased by an average of 10%. The average daily participation (ADP) at GMS is 253 students or an average of 58% of the students enrolled purchased a reimbursable lunch daily. At LMS the ADP is 240 students or 43% of enrollment purchases a lunch daily. At CHS an average of 179 students purchased a reimbursable meal per day or 32% of enrollment. A bulk of the sales at CHS and LMS is ala carte sales. CHS also produces an average of 50 meals a day for St. Francis School.

I would like to recognize two employees, Janet Belhumeur and Lucy Santos, both from Campbell High School who have achieved certification from the School Nutrition Association (SNA) by completing the required food service classes for Level 1. Nutrition classes are planned for later this year to allow all staff to be certified with SNA.

I would like to offer my gratitude and appreciation to Deborah Hayes for achieving 15 years of service to the Litchfield School District, Sheila Dion for 10 years and Linda Summit for 5 years of service. I would also like to thank each and every one of my staff for all their efforts and hard work as we continue together in our mission to serve the students of Litchfield Schools.

Respectfully submitted,

Hilda Lawrence
Food Services Director

LITCHFIELD SCHOOL ADMINISTRATIVE UNIT #27 STAFF - 2008 - 2009

<u>Name</u>	<u>Position</u>	<u>Degree</u>	<u>Salary</u>
Ballou, Bruce	Director Technology	B	\$66,036.00
Cutler, Elaine	Superintendent	Ed. D.	\$110,000.00
Gregg, Ronda	Director Special Services	Ed. D.	\$91,715.00
Lawrence, Hilda	Director Food Service	B	\$46,556.00
Lecaroz, Amanda	Director Curriculum & Instruction - 60%	M	\$48,641.00
Mahoney, Deborah	Director Human Resources	B	\$60,492.00
Martin, Stephen	Business Administrator	M	\$92,966.00

LITCHFIELD SCHOOL DISTRICT STAFF 2008 - 2009

<u>Name</u>	<u>Position</u>	<u>Degree</u>	<u>Salary</u>
Beckley, Kristen	School Psychologist	CAGS	\$61,035.00
Conway, Carrie	Occupational Therapist	B	\$44,317.00
Deslauriers, Jill	Speech Associate	B	\$60,066.00
Mague, Danielle	Speech Pathologist	M	\$43,256.00
McGarry, John	Speech Pathologist	M	\$61,184.00
McGarry, Kathrine	Speech Pathologist	M	\$61,184.00
Nieuweboer, Marilyn	Title 1 Core Teacher 50%	M	\$22,449.50
Pelland, Elin	School Social Worker	M - LICSW	\$51,470.00
Selig, Tari	School Psychologist	CAGS	\$59,000.00
Turco, Donna	Title 1 Core Teacher 50%	B	\$17,961.50



GRIFFIN
MEMORIAL
SCHOOL

Martin Schlichter
Principal
Stacy L. Maghakian
Assistant Principal

229 Charles Bancroft Highway
Litchfield, NH 03052
Phone (603) 424-5931
Fax (603) 424-2677

Principal's Annual Report 2008

Dear Superintendent Cutler:

It is with great pride and pleasure that I submit this annual report to you. Griffin Memorial School continues to be a dynamic and exciting place to be. I will highlight some of our accomplishments and challenges we face over the course of our work. I continue to be amazed by the support given our school and me by the community of Litchfield over these years.

I must report that I am very pleased with the academic growth of our students. We continue to do very well on our state assessments, national standardized tests and local assessments. All of our students demonstrate positive growth particularly in the area of reading. I am pleased to report that our math scores improved this year and the expectation is that this will continue as we implement the new math program school wide. I salute Amanda Lecaroz, the Director of Curriculum and Instruction, who has led the charge in aligning all of our curriculums to state and national standards. This, most certainly, has had a positive effect on student achievement. A challenge we have in this area is keeping our focus on Reading and Math but not losing sight of the importance of Science and Social Studies as well as the Arts.

As you are aware, Griffin Memorial School is an old facility that does present many challenges. Through the hard work of many individuals, we continue to manage the building to assure that all children have a safe and clean environment in which to learn. This past summer, through the work of the School Board, staff, and town agencies, we were able to upgrade the fire and life safety codes as well as addressing some of our electrical and storage needs. Through these efforts, Griffin Memorial School is a safer place for students and staff. Managing an old building with limited resources is a major challenge each day. Credit must be given to Dave Ross, our facilities manager, and his custodial crew for their skills and hard work.

The social and emotional development of our students continues to be an important focus. Our "Peaceful Playground" recess program continues to be very successful with discipline referrals considerably less than in the past. The organized games that the children play at recess allow for maximum participation with high physical activity levels that, obviously, have positive health benefits. Our "shining star" student recognition program rewards those children who

demonstrate positive qualities. The new "Green Team" is an environmental education and awareness group that has started a recycling program at our school. We, as a staff, continue to work very hard to assure that each student finds a positive connection to our school.

Over the past year considerable administrative time and attention has been spent with planning for the implementation of the state mandated public kindergarten program starting September 2009. This is very exciting work and we are most pleased to be able to offer this to our community. We currently have about thirty private kindergartens and pre-schools that send students to our first grade. These programs are quite diverse with curriculums and programs that vary greatly. It will be most fortunate to have a program aligned with our expectations for first grade.

Our success is a direct result of skillful and hard working teachers, para-professionals, specialists, support staff, and school volunteers. I thank our Parent Teacher Organization for all their support for our school. I thank my Assistant Principal, Stacy Maghakian, for her support and efforts on behalf of all the students and staff. I certainly recognize our Administrative Assistants, Lori Martin, Joyce Wilcox, and Deb Leary for their hard work and dedication to our school. Finally, Dr. Cutler, I thank you and the entire S.A.U. staff for all your support and leadership that you provide. I am enjoying my career more than ever with your leadership.

Respectfully submitted,

Martin "Bo" Schlichter
Principal

Griffin Memorial School Staff 2008 - 2009

<u>Last Name</u>	<u>First Name</u>	<u>POSITION</u>	<u>GRADE</u>	<u>Salary</u>
ALARIO	SUSAN T	GRADE 2	M	\$38,327.00
ALLEN	TRACY S	GRADE 1	B	\$49,046.00
ASHE	AMY J	GRADE 4	M	\$53,113.00
BENOIT	SUSAN L	GRADE 2	B	\$50,947.00
BLACKADAR	RITA G	SPECIAL EDUCATION	B	\$60,066.00
BLISS	JAMES W	PHYSICAL EDUCATION	B	\$55,843.00
CADY	TINA M	PRESCHOOL/KINDERGARTEN	B	\$39,020.00
COHEN	JULIE L	GRADE 3	B	\$37,587.00
COTE	DORIS A	GRADE 2	M	\$63,622.00
COTE	JULIE T	LIBRARIAN 50%	B	\$26,044.56
CULLEN KENT	PAULA M	GRADE 4	B	\$57,955.00
DEPLOEY	SAMANTHA R	PRESCHOOL/KINDERGARTEN	B	\$44,749.00
DOUCETTE	SANDRA L	GRADE 1	M	\$62,184.00
ELEY	ALLISON	SPECIAL EDUCATION	B	\$50,046.00
FARO	CONSTANCE	READING SPECIALIST	CAGS	\$65,060.00
HALE MILLER	HEIDI E	ART	M	\$62,184.00
HOGAN	KRISTEN L	GRADE 3	B	\$39,020.00
JOHNSTONE	SANDRA J	GRADE 1	B	\$46,182.00
LABELLE	BARBARA L	MUSIC	M	\$62,184.00
LAPLANTE	ANGELA M	GRADE 3	B	\$40,452.00
LEE	JILLIAN M	GRADE 2	B	\$39,020.00
LEVESQUE	CAROL A	GRADE 3	M	\$56,399.00
LLEWELLYN	SARAH J	GRADE 3	B	\$41,841.00
MAGHAKIAN	STACY	ASSISTANT PRINCIPAL	M	\$72,138.00
MCGOWAN	SUSAN F	GRADE 2	M	\$64,060.00
MERRIFIELD	ALYSSA J	GRADE 1	M	\$39,970.00
MICHALEWICZ	INGA M	GRADE 2	M	\$59,684.00
MORIARTY	ERIN E	GRADE 4	B	\$36,155.00
PARENT	MARGARET	GRADE 4	M	\$63,622.00
PAUL	STACEY E	GRADE 4	B	\$46,440.00
PREVEL-TURMEL	MELINA	LIBRARIAN 50%	M	\$33,702.73
SAXTON	MARY LOUISE	SPECIAL EDUCATION	M	\$62,184.00
SCHLICHTER	MARTIN	PRINCIPAL	M	\$90,917.00
SEABROOK	SUSAN G	NURSE	RN	\$51,278.89
SEIDEN	FERN R	GUIDANCE COUNSELOR	M	\$51,691.96
SHUPE	PENELOPE	GRADE 1	M	\$63,622.00
SIBONA	JESSICA	GRADE 3	B	\$44,749.00
TREMBLAY	LISA E	GRADE 1	M	\$38,327.00
WOLFE	DIANE	SPECIAL EDUCATION	M	\$61,184.00

Litchfield Middle School

19 McElwain Drive
Litchfield, New Hampshire 03052-2328

Thomas Lecklider
Principal

Telephone 424-2133 • Fax 424-1296

Peter Lubelczyk
Assistant Principal

Principal's Annual Report 2008

Dear Dr. Cutler:

As I reflect on the past year at Litchfield Middle School, I feel a great sense of fortune to work in the supportive school community Litchfield provides. I will highlight our accomplishments as a school as well as plans for next year. It is with great pride and enthusiasm that I submit this report to you. Our theme at LMS is "Do Your BEST". BEST stands for "Be Responsible", "Extend a Helping Hand", "Show Respect", and "Take Responsibility". Throughout the past year, our school has done a very nice job of exemplifying these four qualities.

We are extremely fortunate to welcome a phenomenal group of new staff to the middle school this year. Following are our newest additions to the Unified Arts team: Lisa Lasocki, our Family and Consumer Science teacher and former NH teacher of the year, has a great passion for her subject area. She has a clear vision of where her students will be when they have completed her course. Lynne Ellis, our Guidance Counselor and former NH teacher of the year, brings a wealth of knowledge and understanding to middle school students and staff. Lynne also serves on the Board of the New England League of Middle Schools (NELMS). David Gilmore, our Physical Education teacher, was a standout athlete at Londonderry High School and brings that love of athletics into his class. His students are involved in a wide range of experiences from creative fitness activities to the more traditional array of sports. Christine Rooney, our first middle school Health teacher, brings vast experiences into her classroom. Having returned from serving in Iraq a little over a year, she has lots to share with her students. Christine plans to bring a group of student representatives from the middle school to the Leadership in Prevention conference this March.

It was with heavy hearts that we began this school year learning of the death of one of our dear staff members, Special Education teacher, Jackie Hunter. We continue to fondly remember Jackie and the mark she made on her students. Joining our Special Education department, Fran Colton brings vast experience to the Bobcat team. Fran brings a wide skill set to her position. Kerry Finnegan joins our Special Education department as the sixth grade teacher. Kerry has an extensive range of talents and experiences with students. Additionally, we welcome a number of paraprofessionals to LMS this year: Christine Dyac, Amy Paradise, Chip Cloutier, and John Madden.

We had a few staff members who changed assignments this year. Special Education teacher Jeanne Henriquez moved from the Owl Team to the Black Bears. Karen Fuccillo has transitioned beautifully from Black Bear Special Education teacher to a fifth grade self-contained classroom teacher. Donna Turco, our part-time Reading Specialist, has taken on the additional responsibility of part-time Title One Reading Teacher. As a result, she is a full-time staff member of the middle school.

We continue to take steps to build a stronger climate of collaboration. This past fall we began the use of a web-based tool, Edline, to inform parents of student progress on a bi-weekly basis. Edline is a program whereby teachers post their grade books online, and parents and students can view their grades, homework, upcoming tests and project information and rubrics from their home computer. We will also use Edline to send group emails to parents. Parent reviews of the program have been very positive. Timely and routine school-to-parent communication via Edline will help us to better collaborate with our parents.

Additionally, our school web site serves as our information lifeline between the school and the community. All teachers have an updated homework page that parents can access daily. Teacher Jody Corbett serves as our webmaster.

In an ongoing effort to improve student learning, we have broadened our content reading program to include the sixth grade team (Owls). Students, with the strategies learned in this class, will be more confident and skilled in their reading of content text. With this addition, all students in grades six through eight will take content reading.

After a close look at our data on student writing, we decided that it was important to introduce a formalized and consistent writing process to the middle school. All staff are participating in Six-Trait writing training over the course of this current school year. This is an analytical approach to assessing writing across the curriculum. Furthermore, students will learn to be critical analysts and assessors of their own writing.

Student performance continues to be solid with many students achieving academic honors and commendations for their efforts. Our NECAP (New England Common Assessment Program) scores landed right at the State average. In addition to the NECAP, our students take the Northwest Evaluation Association Assessment three times this year (fall, winter, spring). This is an online standardized test in Math, Language Usage, and Reading. The results of this test are reported instantly, allowing teachers, students, and parents an opportunity to learn quickly about the student's level of achievement. Our students' performance on this test was above the national average in all areas.

Near the end of May, the State of New Hampshire released their list of schools that made Adequate Yearly Progress (AYP) for the previous year. We celebrated making AYP in Math, an area we did not make it in the previous year. Our math department is enjoying the materials that coincide with the new series of resources we received starting in fall 2008.

As I mentioned previously, our NECAP scores were in the State average range and our math scores improved significantly, however our special education subgroup did not make AYP in the area of reading. With the hard work of Amanda Lecaroz, curriculum coordinator, and our school improvement committee, we developed a plan, which was submitted to the Department of Education outlining strategies we will implement. These strategies will focus on reading instruction implemented by classroom teachers along with additional services offered by our reading specialists.

The combined work of the Positive Behavior Interventions and Supports (PBIS) team and School Improvement Team resulted in a great plan for individualized student goal setting this past year. Our student body was divided into small groups of ten to twelve students called BEST groups. These students worked on, amongst a number of other PBIS initiatives, goal setting as it related to the NECAP test. Each student met individually with their BEST group leader and set a personal goal for the test in both reading and math. In addition, our school set a goal for improvement on the test. Not only did this generate additional motivation from the students individually as they took the test, it fostered an energy and enthusiasm within the entire building. We anxiously await the latest NECAP results to be reported in late January 2009.

Goal setting is also an important part of the NWEA test process. Students are given target growth goals at the conclusion of each round of testing based on their achievement. It is our expectation that students will meet that goal in the next round of testing.

We are now in year five of our Positive Behavior Interventions and Supports (PBIS) initiative. Each year of the program has seen an increasingly positive impact on the middle school. This year we approached the program from a slightly different angle. Using the BEST matrix, we accentuated the positive qualities that PBIS focuses on then talked about the specific environments where these qualities might be displayed. The data we have collected on this program has served as a reminder of the wonderful students we are so fortunate to work with at LMS.

This year our middle school joined hundreds of schools and thousands of students on November 15 in the “Mix It Up Lunch” event. Lynne Ellis was instrumental in organizing and promoting this event. Students entered the cafeteria and were assigned groups to sit with for the duration of the lunch period. In these groups, students talked about cliques that develop and how to accept others despite differences. Overall, this event was a worthwhile learning experience for students.

Our athletic programs continue to earn tremendous success. Our girls’ softball and track teams won Class championships this year. Our girls’ soccer, boys and girls basketball, and baseball teams made a strong showing in playoff games. The Raiders cheerleading team placed third in their Class competition. Our girls cross-country team placed first in the Tri-County meet and the boys placed second. I would like to recognize the hard work and success of the coaches of all our sports teams at the middle school.

The Club, the Boys/Girls Club after-school program, continues to offer a program that exposes students to enrichment opportunities. Enrollment in this program is showing steady growth. In fact, the fall 2008 session saw the highest numbers to date. Barbara Cooper, the director of the Litchfield Program, has a desire to make that connection to what students are learning in the classroom to what they are doing after school in “The Club”.

Our Student Council had another year of excellent student participation. Amy Berube and Stephanie Hoelzel along with 60+ students have brought some new ideas to the Council this year. One of the ideas they are most excited about includes plans for a mural in the cafeteria centering on the “Do Your BEST”

theme. The Student Council continues to host a quarterly “Class Acts” breakfast to honor students who consistently do the positive things that make LMS a better place.

We expanded our extracurricular programming for students again this year. Andrew Plantz, Red-Tailed Hawks science teacher is the advisor of our Green Raider Club. This is an after school program focusing on recycling, beautification of the property, and general awareness of how we affect our environment. Andrew teamed up LMS with an organization that pays for our recycled paper. This has become a win-win for the middle school. David Gilmore has coordinated an extensive intramural program, including such sports as flag football, floor hockey, and volleyball. In a short time, upwards of 100 students are involved. We look forward to further expanding these opportunities for our students.

Our music program, including band and chorus, found terrific success in their competitions in spring 2008. The band and chorus was awarded a gold plaque in the Great East competition. I would like to extend a big congratulations to all students and directors.

With the ever important data collection and sorting element of the middle school, secretaries Leslie Pearce and Andrea Hamilton have played a critical role. Whether it be entering i4see information, inputting for the NWEA test or assisting with Edline activation codes, these two individuals need to be recognized for their consistently excellent work at LMS.

The school-community volunteer program continues to flourish thanks to the extensive efforts of Assistant Principal, Peter Lubelczyk. The work of our volunteers has expanded from outside of the technology education program and into a number of other classrooms and areas of the building. Thank you to all of you in the community who have given hours of your time to make LMS a better place.

Jack Williams and our custodial crew have worked tirelessly to keep the building and grounds in great shape. We did not have any significant capital improvements over the past year.

These accomplishments could not happen without the tremendous support of our staff and the many individuals and organizations in the community. I want to recognize the dedication of the staff at the middle school for always putting the students’ needs first. It is because of your passion for educating the middle school student that our building is a place students feel a sense of belonging.

Finally, I would like to thank you, Dr. Cutler, along with your staff, Special Education Coordinator Ronda Gregg, Curriculum Director Amanda Lecaroz, and Business Administrator Steve Martin for the support and assistance you have offered me. I look forward to another year working together with you.

Respectfully Submitted,

Thomas Lecklider
Principal

Litchfield Middle School Staff 2008 - 2009

<u>Last Name</u>	<u>First Name</u>	<u>POSITION</u>	<u>GRADE</u>	<u>Salary</u>
BERUBE	AMY M	GRADE 7	B	\$44,749.00
BOWIE	KAREN R	GRADE 5	M	\$51,470.00
BRUCKER	NANCY A	GRADE 5	M	\$62,622.00
CARR	MAUREEN	NURSE	B/RN	\$55,413.51
COGAN	CAROLYN K	GRADE 7	B	\$57,955.00
COLTON	FRANCES J	SPECIAL EDUCATION	M	\$54,464.00
CORBEIL	ROBIN L	COMPUTERS	B	\$46,182.00
CORBETT	JODY L	GRADE 7	M	\$46,542.00
CUMMINGS	MARY E	GUIDANCE COUNSELOR	M	\$57,306.35
DODGE	JEAN C	GRADE 7/8	B	\$56,955.00
DWYER	HEATHER A	GRADE 6	B	\$47,614.00
ELLIS	LYNNE M	GUIDANCE COUNSELOR	M	\$62,756.28
FALZARANO	GABRIEL A	GRADE 8	B	\$43,413.00
FINNEGAN	KERRY L	SPECIAL EDUCATION	M	\$40,662.81
FUCCILLO	KAREN	GRADE 5	M	\$58,042.00
GARABEDIAN	KATHLEEN A	ART	M	\$57,793.00
GILMORE	DAVID J	PHYSICAL EDUCATION	B	\$34,723.00
GUERRETTE	JESSICA M	GRADE 8	M	\$54,756.00
HENRIQUEZ	JEANNE M	SPECIAL EDUCATION	M	\$49,827.00
HOELZEL	STEPHANIE	SPECIAL EDUCATION	B	\$44,749.00
HUSTON	MICHAELA M	GRADE 8	M	\$49,827.00
IRVING	CHERYL H	GRADE 6	B	\$55,843.00
LANGTON	DEBRA G	GRADE 6	B	\$53,343.00
LASOCKI	LISA A	FACS	M	\$59,684.00
LECKLIDER	THOMAS	PRINCIPAL	M	\$86,554.00
LEES	KARLA C	SPECIAL EDUCATION	M	\$56,129.00
LEITE	CAROLYN J	MUSIC	B	\$55,843.00
LIPPINCOTT	DONALD	TECH EDUCATION	B	\$55,843.00
LOVE	HOLLY B	GRADE 5	M	\$62,184.00
LUBELCZYK	PETER	ASSISTANT PRINCIPAL	M	\$71,594.00
MCCOLLEM	AUDRA J	GRADE 6	B	\$49,704.00
MCPHEE	CATHERINE	GRADE 7/8	B	\$57,955.00
MEDEIROS	MARY ELLEN	GRADE 6	B	\$52,849.00
NOLAN	KIM E	GRADE 8	M	\$61,184.00
O'BLENIS	FAYE E	GRADE 7	M	\$47,381.00
PLANTZ	ANDREW M	GRADE 7/8	B	\$49,046.00
ROONEY	CHRISTINE D	HEALTH	M	\$48,185.00
SIDILAU	KATHLEEN A	GRADE 6	B	\$55,843.00
SIMONEAU	MARIA A	SPANISH	B	\$53,343.00
SPEARMAN	YOLANDA M	MUSIC 50%	M	\$27,378.00
TARR	TERESA M	GRADE 5	B	\$55,843.00
TATE	CHRISTINE L	READING SPECIALIST	M	\$56,129.00
THAYER	MARTHA T	GRADE 7/8	M	\$59,684.00
TURCO	DONNA B	READING SPECIALIST 50%	B	\$17,961.50
WALLACE	YVONNE	LIBRARIAN	M	\$59,414.99
ZINGALES	ELIZABETH	GRADE 5	M	\$62,184.00

Campbell High School



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Laura A. Rothhaus
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Director of Guidance
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Athletic Director
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Campbell High School's mission is to join together with parents, students, staff and community to become a collaboration of learners born of character, courage, respect and responsibility.

Principal's Annual Report

I am pleased to present this report to the community and will start off with wonderful news. During 2008, Campbell reached a milestone in the history of the young school, receiving accreditation by the New England Association of Schools and Colleges Commission on Public Secondary Schools. Significant amounts of work were rendered by staff, students, SAU staff, school board, and community members in the lengthy process of demonstrating Campbell's level of adherence to NEASC's Standards for Accreditation. All members of the Campbell community are to be commended for the positive outcome. The faculty's hard work was recognized by the NEASC evaluation report. The report mentioned that the Campbell student body loves their teachers and appreciates all that the staff does for them. You will see the NEASC logo now appears on our school stationary.

The accreditation process is based on a ten-year cycle. In our case, the cycle started in 2007, the year the NEASC Visiting Team came to inspect us. I will be filing a "Two Year Report" this coming October to report on progress made in responding to the forty-one recommendations made in the NEASC evaluation report. By the time we file the "Five Year Report" in October 2012, we will be expected to have resolved all of their recommendations. Following that, we will start all over again, initiating the ground work for the next self study in anticipation of the reaccreditation visit in 2017. It never stops!

Campbell High School students continue to garner special recognition in the school's three A's of Academics, Arts, and Athletics.

Nick Dube became the first Campbell graduate to be accepted at Harvard University. Alison Lajoie was named a Commended Student in the National Merit Scholarship Program. Michael Clark was awarded a Certificate of Achievement for having attained a level of Excellence in Economic Understanding.

Several students participated in Youth and Government at the Statehouse in Concord – Andrew Cialek, Jay Howley, Mike Clark, Katie Levan, Heather Schofield, Alex Prolman, Kyle Tremblay, Matt Tremblay, Stephen Bryant and Matt Falcone. Mike served as Chief Justice of the Supreme Court and received an award for outstanding service on the Court and both Mike and Andrew received an award for writing one of the best bills.



NEW ENGLAND
ASSOCIATION
OF SCHOOLS
AND COLLEGES
ACCREDITED MEMBER

Four students participated in Moody's Mega Math Challenge, solving a math modeling problem under the watchful eye of teacher Gretchen Butler – Kim Clement, Matt Goczalk, Nick Geist, and Michael Wallman.

Two sophomore students, Shannon Savard and Matt Rafferty, were chosen as the CHS representatives to the Hugh O'Brien Youth Leadership program.

In order to highlight student academic achievement, we instituted an "All A's Celebration" in which students who had received all A's on their report card were honored with an evening program and students who had received high scores in NECAP testing were celebrated at a school assembly. We went to quarterly report cards this past fall. Already we have seen positive results from this change, as "early decision" college applicants have been able to use their November report card in the admissions process, rather than delay the process waiting for the January report card.

The Campbell student body rallied around the need to supply food to the Litchfield Food Pantry, and beat both LMS and GMS, winning first place in a friendly contest between the schools in the "Make A Difference Week" Food Drive. We owe a big thanks to our Student Council and advisor Shawn McDonough. We are told that the schools collected a record amount of food for the Pantry. Our National Honor Society chapter and their advisor, Meredith Potter, ran a successful blood drive.

Our commitment to the visual and performing arts continues to afford our students opportunities to be successful on many levels.

At the recent Scholastic Art awards of New Hampshire competition, Campbell artists did extremely well. Fourteen students received awards. There were three gold key winners - Alex Puchalski, James McKenney and Philip Houston, four silver key winners – James Orlando, Alyssa Bean, Jenny Evans and Wesley Fletcher, and seven honorable mentions – James McKenney, Josh Farnham, Errol Fuertes, Gregory Sherwin, Jenny Evans (2 awards) and Karly Wilkins. Teachers Denise Freeman and Paula Barry assisted the students.

In May of 2008, both the CHS Band and the CHS Chorus received Gold ratings at the Great East Music Festival held at Westfield State College. In October of 2008, Emily Schaffer ('09) successfully auditioned and was named to the 2009 NH Jazz All State Chorus. She is one of 8 sopranos in the Honors' Choir. Brian Oberti ('09) successfully auditioned and was named to the 2009 All State Concert Band as one of two baritone saxophones for the state. In November, approximately three dozen Campbell High students took part in the musical production "Seussical", which played to record crowds.

Our interscholastic athletic program continued to thrive with several athletic teams and individual athletes receiving accolades.

Perhaps most notable, CHS was named the NHIAA Class M Sportsmanship Award recipient. In addition, our Winter Spirit team was Runner Up for Class M/S, Girls Basketball was Class M Runner Up and their coach, Shawn Flynn, was recognized as Coach of the Year. Football finished Runner Up in Division 6 and made the first ever appearance for a Campbell team in the championship round. Zach Bowen was named Division II State Champ in 200 yd Free Style and the 100 yd Butterfly, and New England Champion in the 100 yd Butterfly. Jordan Spencer was named State Champ in Boys Pole Vault.

The following student-athletes were recognized as Senior Scholar Athletes by the NHIAA and NHADA: Alyssa Brown, Colleen Kennedy, Kristen Lang, Ariana Liakos, Julia Mercier, Alyssa Munn, Elisha Planty, Lauren Queenan, Samuel Brown, Peter Chuckran, Nicholas Dube, Christopher Huston, Jordan Spencer and Jay Vance.



We are proud to mention additional recognition garnered by our faculty. Art teacher Denise Freeman was nominated for New Hampshire “Teacher of the Year”. “In house” awards went to Irene Martin for Leadership, Dennis Perreault and Kathleen Reilly for Service, and Denise Freeman as CHS Teacher of the Year. Campbell High School and specifically, teacher Lesleigh Grant, was honored for creating employment opportunities for people with disabilities. Dennis Perreault was named a “Picturing America” award recipient by the National Endowment of the Humanities.

Collaboration is alive and well at CHS. Pat Kaplo’s second “Siege (Trebuchet) Day” was a great event to demonstrate the extent of collaboration at Campbell. Teacher Chuck Mower and his students assisted the event with the construction of a wonderful “castle” which the physics students bombarded with their “projectiles” (water balloons).

Campbell High School faculty and administration continue to evaluate our curriculum and course offerings. This year we added a Basic Biology class and reinstated the Journalism class.

Student achievement remains job number one. We have identified a number of indicators of success. Specifically, we want to meet or exceed the state average in NECAP and SAT scores. This past spring we did just that in the inaugural science NECAP test. We want to see similar success by students in the other portions of the NECAP, as well as for students headed to college as they take the Scholastic Aptitude Test. Speaking of college, 87% of the Class of 2008 was accepted to a four or two year college. This was a marked improvement over the 70% in the previous year.

In order to encourage greater academic rigor, we became members of the New Hampshire Scholars initiative. This program seeks to encourage all students to take a rigorous core curriculum over the four years spent in high school, and brings business leaders into the school to encourage students to acquire the skills and knowledge that will help them in college and careers. Students who complete the program graduate with a New Hampshire Scholars designation on their diploma and transcript and are eligible to apply for financial assistance for college. In June, Campbell graduated twelve state scholars in the class of 2008 and there are some twenty-five CHS students currently in the program. We hope that number increases over time. Lesleigh Grant is to be commended for her work with this program.

Under the leadership of Assistant Principal Laurie Rothhaus, the CHAT Team was established to help meet the needs of students who struggle in school. This team brings together the expertise of various staff members to create success plans for students. In order to support all students towards academic success, we established a Student Support Center. Led by Bill Hicks, the SSC has already made an impact in the lives of many students who struggle maintaining consistent effort in their studies. Mr. Hicks is training several students to serve as peer mediators and he is planning to also start a peer mentoring program.

Under the leadership of Amanda Lecaroz, curriculum coordinator, Campbell has begun creating and using formative assessments in many courses, in order to better meet the needs of students. We have also begun the streamlining of our math program, instituting an Integrated Algebra I this past year. We plan to do the same next year with an Integrated Geometry course. These courses capture the strengths of both integrated and traditional math courses. I am indebted to the work of our curriculum facilitators, Irene Martin, Kathleen Reilly, Linda Frost, and Dennis Perreault, as well as our librarian/media specialist, Andrea Ange, for their hard work. They have begun the task of preparing curriculum guides to be posted on our school website. This effort will bring greater transparency to our curriculum and enable community members to gain greater familiarity with what is taught at CHS.



Thanks to Sue Ayer and the custodial staff, the high school is in great shape. Their care and attention to detail enabled us to continue to host a number of community events, including the presidential election this past fall and the use of the building as an emergency shelter during our recent ice storm.

We started offering Community Education Classes open to all Litchfield residents. Both the spring and fall terms were well attended and will continue in the 2008-2009 school year.

In the fall we instituted a new traffic pattern on campus and issued numbered parking spots for students. Seniors were given the privilege of having “first pick” of parking spots. Students have had a positive response to this change.

We had the great assistance of several volunteers who joined our collaboration of learners this past fall. Assisting in the main office were Cindy Hansberry, Jean White and Diane Marinkov. Helping with our recycling program was Tom Marinkov and Steve Pitcher. We are indebted to them. Thanks to our recycling program, CHS recycled 29,001 pounds of paper, 403 pounds of aluminum, and 1,500 pounds of plastic last year - thank you Mr. Perreault and your students.

Along with the rest of the school district, we instituted the use of the Alert Now system to communicate with our families via both email and voice mail messages. I have received positive feedback on the use of this communication tool. Our school web site (www.campbellhs.org) had a “makeover” this past summer thanks to webmaster Pat Kaplo. This vital tool continues to serve as our information lifeline between the school and the community. Mr. Kaplo is to be commended for the great update of the site.

The CHS Safety Committee completed a revision of the school’s emergency plans. The committee coordinated a lock down drill last spring and hopes to do more safety training in the year ahead, including a “mock crash” planned for prom season. We are indebted to the Litchfield fire and police departments for their continuing cooperation and assistance in helping to ensure a safe and productive learning environment. We also thank area police departments for their assistance in the safety search using canines this past fall.

I continue to have great optimism for the future of CHS. While there is so much to be proud of already at Campbell, there is much room for improvement. We have begun the task of seeking high achievement for **all** students, have taken additional steps to build a stronger climate of collaboration between all constituencies, and focused our attention more closely on achievement results.

In closing, I want to thank our Administrative Assistants, Cheri Pitrone, Christine Ferraro, Sharon Ford, Julie Thompson, Dale Arria, and Lillian Hamel for their continuous hard work and dedication. I would also like to thank the Friends of Music, Athletic Boosters, and parents who have attended the parent forums, for their interest and support.

Finally, I would like to thank Dr. Elaine Cutler, and the SAU staff, for their continuing efforts to support our mission. It is an honor to serve under Dr. Cutler.

Respectfully submitted,

Robert C. Manseau
Principal



Campbell High School Staff 2008 - 2009

<u>Last Name</u>	<u>First Name</u>	<u>POSITION</u>	<u>GRADE</u>	<u>Salary</u>
ANGE	ANDREA M	LIBRARIAN	B	\$56,837.13
ANGELINI	DIANE B	MATH	B	\$40,452.00
BALLOU	JUSTIN H	SOCIAL STUDIES	B	\$37,587.00
BARRY	PAULA J	TECH EDUCATION	B	\$34,723.00
BASKERVILLE	SHAWN R	SPECIAL EDUCATION	B	\$41,884.00
BROWN	ERIN E	ENGLISH	M	\$46,542.00
BURNS	AIMEE L	ENGLISH	B	\$46,182.00
BUTLER	GRETCHEN T	MATH	M	\$62,560.00
CASSILY	SHALEEN A	ENGLISH	M	\$49,827.00
COBURN	EMILY	READING SPECIALIST 50%	M	\$27,232.00
COLBATH	MARY E	SPANISH	M	\$65,060.00
DELEAULT	JILL E	MUSIC	M	\$44,899.00
DEMONT	LESLIE	FRENCH	B	\$39,020.00
FARRINGTON	CATHERINE M	SPECIAL EDUCATION	B	\$44,937.00
FICHERA	JOHN	PHYSICAL EDUCATION 50%	B	\$20,772.20
FLYNN	SHAWN P	MATH	B	\$51,911.00
FREEMAN	DENISE M	ART	M	\$60,873.00
FROST	LINDA	SCIENCE	B	\$55,455.00
GATHERUM	LAURIE A	BUSINESS	B	\$39,020.00
GINGRAS	DAVID W	SOCIAL STUDIES	M	\$41,613.00
GNAEGY	LYNN	FACS	M	\$56,399.00
GORMAN	CATHERINE A	MATH	M	\$59,684.00
GRANT	LESLEIGH S	TRANSITIONAL SPECIALIST	M	\$56,399.00
GRIEVE	DOUGLAS	GUIDANCE DIRECTOR	M	\$68,749.00
HARDMAN	PATRICIA L	MATH	M	\$59,684.00
HARMON	HEIDI L	SOCIAL STUDIES	B	\$36,155.00
HARRIGAN	DAVID L	SOCIAL STUDIES 50%	M	\$26,641.15
HICKS	WILLIAM R	STUDENT SUPPORT COUNSELOR	M	\$59,684.00
HOEY	JACQUELYN	NURSE	RN	\$50,022.16
KAPLO	PATRICK J	SCIENCE	M	\$53,113.00
KEEFE	PATRICK M	ENGLISH	M	\$48,185.00
KIESTLINGER	DANIEL	ATHLETIC DIRECTOR	B	\$71,412.00
MANSEAU	ROBERT	PRINCIPAL	M	\$100,086.00
MARTIN	IRENE B	MATH	M	\$51,134.00
MARTIN	PHILIP K	MUSIC	M	\$62,184.00
MCDONOUGH	SHAWN P	COMPUTERS	M	\$63,622.00
MORRISON	KERRI T	SOCIAL STUDIES	B	\$40,452.00
MOWER	CHARLES H	TECH EDUCATION 50%	TECH	\$18,710.22
NEITHERCUT	AMY J	SCIENCE	B	\$43,435.00
NIEUWEBOER	MARILYN S	GUIDANCE COUNSELOR 50%	M	\$22,449.50
O'KEEFE	MICHAEL D	SCIENCE	M	\$48,185.00
ORBAN	CHESTER J	SCIENCE	M	\$62,560.00
PARKER	DAWN	SPECIAL EDUCATION	B	\$39,020.00
PARSONS	JEFFREY W	GUIDANCE COUNSELOR	M	\$64,375.66
PERREAULT	DENNIS N	SOCIAL STUDIES	M	\$57,500.00
POTTER	MEREDITH R	ENGLISH	M	\$52,441.00
REILLY	KATHELEN A	ENGLISH	M	\$59,684.00
ROMEIN	KIRK A	ART	B	\$43,317.00
ROTHHAUS	LAURIE	ASSISTANT PRINCIPAL	M	\$77,731.00
ROYE	PATRICK S	SPECIAL EDUCATION	B	\$59,066.00
SAWICKI	MARGARET M	SPECIAL EDUCATION	B	\$43,317.00
SCHRATWIESER	JEANNE M	SCIENCE	M	\$47,381.00
SZEPAN	SHANNON B	PHYSICAL EDUCATION/HEALTH	B	\$44,749.00
TARDIF	RAE E	SPANISH	M	\$54,756.00

Campbell High School Graduating Class of 2008

Daniel Charles Adams
 Nicholas Charles Adams
 Katrina Lee Anttil
 Alison Michelle Angelo+
 Sasha Sarah Bangs+ *
 Matthew W. Barker
 Brittany Arianna Basey+
 Travis R. Bechard
 Danielle Paige Belzil+
 Lee Taylor Bolgatz+
 Tyler John Borrún
 Zachary David Bowen+^
 Nathaniel Nelson Brown+ *
 Samuel Nelson Brown+ *^
 Alyssa May Brown+
 Tasha Danielle Carroll+
 Richard Halstead Cautela+
 James Anthony Celata
 Kerry Elizabeth Chaisson+
 Brian K. Christian, Jr.
 Peter Francis Chuckran+ *
 Ryan Roy Clark+
 Allysia Lee Contraros+
 Laura Michelle Cooper
 Emily C. Cooper+
 John P. Cullen
 Jared Wesley Davis+^
 Lindsay Marianna Delude+
 Nicholas Daniel Deschenes+
 Michelle Lorraine Desrochers+
 Jessica Lauren Dickerson
 Emilia Elisabeth DiCola+
 Shelby Elizabeth Dionne+
 Danielle M. Driscoll+ *^
 Nicholas Anthony Dube+ *^
 Alexa Marina Dufault+
 Michael J. Ferdinand+
 Krystal Rosemary Figlioli+ *
 Nicholas Joseph Fiorentino
 Tyler McKechn FitzGerald+
 Meghan Kelly Flood+
 Richard Edward Fortin
 Nichole Marie Fragala

Justin Jason Francoeur+
 Lauren Marie Francoeur
 Nicholas David Frost
 Kirsten Erin Gallagher+ *
 Caitlyn Marie Gaumond+
 Justin Michael Gauthier+
 Aaron Gazzara+
 Jennifer Elizabeth Gee+
 Gregory Robert Gilbert+
 Crystal Marie Gotham+
 Kyle Raymond Goudreau+
 Kevin James Granfield
 Aušra Dawn Gauslys+
 Tiffany Carmel Hall+ *
 Jacob S. Hall+
 Amber L. Hancock
 Rachael Lynn Hartling+
 Matthew Scott Henriquez
 Mary Catherine Howley+
 Christopher W. Huston+ *^
 Heather Ann Marie Irving+
 Timothy R. Jack
 Cassandra Anne Kapelson+
 Colleen Elizabeth Kennedy+ *
 Robert A. Kinchla
 Corey Michael Lake+
 Kristen Marie Lang+ *
 Katherine Elizabeth LeVan+
 Ariana Evdokia Liakos+^
 Julio Cesar Lopez
 Shannon Lee Lovejoy+ *
 Corey R. Lynch+
 Kayley Ann Barbara MacKinnon
 Johnathan D. Mandravelis
 Daniel Thomas Marquis+ *
 Christopher M. Marr+
 Hilary Ann Martin+ *
 Tyler R. McAlevy+
 Shannon Marie Mellen+
 Julia D. Mercier+
 Savannah Lynn Morgan
 Alyssa Hope Mun+ *

Steven Ovila Nadeau
 Jason Raymond Nicoll
 Gina Marie O'Leary+
 Matthew V. Palladino+
 Peter W. Plansky+
 Elisha Marie Planty+
 Nicole Jillian Poirier+
 Sarah Kathryn Popovich+
 Lauren Marie Queenan+ *^
 Nicholas Fontenault Radcliffe+
 Emma Beatrice Rafferty+
 Nicholas William Regan+
 Kyle G. Reid+
 Kaylyn Rose Rifkin
 Lindsey Paige Roman+
 Bruno Routhier
 Ryan M. Rule
 Matthew C. Ryan
 Kathryn Michael Santos+ *
 Benjamin Mathew Jorge Santos+
 Anthony Joseph Savani+
 Heather Marie Schofield+
 Brittany H. Shafer+^
 Samantha A. Shanley
 Jordan Mark Spencer+^
 Ryan James Stackpole+^
 Rebecca E. Stein
 Lauren Angeline Sullivan
 Daniel Mark Sweeney+
 Patrick J. Sweeney
 David William Symonds II
 Brandon Stephen Szekley+
 Mark Robert Tollick
 Keegan John Travis+
 Antonina M. Valentino+
 Jay Clifford Vance+ *^
 Sarah A. Viafora+ *
 Phillip K. Walsh+^
 Michael R. Weber
 Ashlee Dianne Wheeler+
 Nicholas S. Wright+
 Lauren B. Zalanskas+

^New Hampshire Scholar

+ 24 diploma of distinction

* National Honor Society

2008 – 2009 LITCHFIELD SCHOOL DISTRICT CALENDAR

18 - 19 Administrative Retreat

21 New Teacher Workshop

25 - 28 Teacher Workshop

NO SCHOOL IN AUGUST

AUGUST 2008				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

1 Labor Day - NS

2 1st Day of School

21 Days

SEPTEMBER 2008				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

13 Columbus Day - NS

22 Days

OCTOBER 2008				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

4 Parent/Teacher Conf. - NS

11 Veterans Day - NS

26-28 Thanksgiving Recess - NS

15 Days

NOVEMBER 2008				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

12/24 - 1/2 Holiday Recess - NS

17 Days

DECEMBER 2008				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

1 New Year's Day - NS

2 Holiday Recess (Cont) - NS

19 Martin Luther King Jr. Day - NS

19 Days

JANUARY 2009				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

FEBRUARY 2009

16 Teacher Workshop - NS

23 - 27 Winter Recess - NS

14 Days

FEBRUARY 2009				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

MARCH 2009

22 Days

MARCH 2009				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

APRIL 2009

4/27 - 5/1 Spring Recess - NS

18 Days

APRIL 2009				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

MAY 2009

1 Spring Recess (Cont) - NS

25 Memorial Day - NS (Observed)

19 Days

MAY 2009				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JUNE 2009

17 Last Day of School For Students (Tentative)

18 Teacher Workshop - NS

22 Last Day if 3 snow days Occur

TBA Graduation

13 Days

JUNE 2009				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

NOTES

Snow days will be made up at end of school year (June)

SEPT thru JAN - 94 DAYS FEB thru JUNE - 86 DAYS

180 Total Student School Days – 190 School, Snow & TW Days

Please Mark Your Calendar:

Tentative Date Deliberative Session January 31, 2009 – 2 pm

Voting Day March 10, 2009

LITCHFIELD SCHOOL DISTRICT

ENROLLMENT - PROJECTIONS ELEMENTARY

Grade	Enrolled October 1, 2007	Enrolled October 1, 2008	Projected September 2009
Pre	37	38	30
Kindergarten	0	0	80
1	107	109	94
2	129	103	98
3	102	126	106
4	146	101	127
Total	521	477	535

ENROLLMENT - PROJECTIONS MIDDLE SCHOOL

Grade	Enrolled October 1, 2007	Enrolled October 1, 2008	Projected September 2009
5	137	146	103
6	134	137	151
7	137	135	140
8	141	144	132
Total	549	562	526

ENROLLMENT - PROJECTIONS HIGH SCHOOL

Grade	Enrolled October 1, 2007	Enrolled October 1, 2008	Projected September 2009
9	173	150	143
10	141	146	145
11	117	130	158
12	147	130	128
Total	578	556	574

Combined Totals	1648	1595	1635
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**LITCHFIELD SCHOOL DISTRICT
DELIBERATIVE SESSION
February 9, 2008
The State of New Hampshire**

Time, Place: The meeting was called to order at 2:00 p.m. in the Campbell High School Auditorium.

Present: Mr. John G. Regan, Moderator presiding.

School Board members: Mr. Dennis Miller, Chair (School Board Representative to the Budget Committee); Mrs. Cynthia Couture, Vice Chair; Mrs. Dot Beauregard; Mr. Ralph Boehm; and Mrs. Pat Jewett (Board Member and Selectwoman)

Superintendent of Schools, Dr. Elaine Cutler; Business Administrator, Mr. Stephen Martin; Dr. Ronda Gregg, Director of Special Services; Amanda Lecaroz, Director of Curriculum & Instruction; Michele E. Flynn, School Board Secretary; Ms. Lynn Baddeley, School District Clerk; Mr. Gordon Graham, School Attorney; Mr. Dan Cecil, Architect, Harriman Associates.

Campbell High School Principal, Mr. Robert Manseau; Litchfield Middle School Principal, Mr. Tom Lecklider; Griffin Memorial School Principal, Mr. Martin ("Bo") Schlichter.

Budget Committee members: Mr. Brent Lemire, Chairman; Mr. Paul Parker; Mr. William Spencer; Mr. John Harte; Mr. Mike Falzone, Mr. Brian McCue; Mr. Ray Peeples, (Selectmen's Representative).

Ballot clerks: Ms. Joan McGibben, Ms. Bertha Mieczkowski, Mrs. Trisha Regan.

Mr. Regan invited members to join him in the Pledge of Allegiance.
Mr. Regan introduced Mr. Phil Reed, Vice Moderator and reviewed the Moderator's rules and protocol for the Deliberative Session according to State law.

Mr. Regan introduced Mr. Dennis Miller, School Board Chair. Mr. Miller introduced School Board members, SAU staff, school Principals, School District Clerk, Mr. Dan Cecil of Harriman, and Attorney Gordon Graham.

Mr. Regan introduced Mr. Brent Lemire, Chairman of the Budget Committee. Mr. Lemire introduced Budget Committee members. Chairman Lemire congratulated Dr. Cutler on her permanent appointment as Superintendent of School and he commended Building Committee members for their thorough presentation to the Budget Committee for the proposed new elementary school.

LAB

Note: The order of business of the Deliberative Session is sometimes conducted out of the warrant articles' numeric sequence. Recording activity in chronological order would make the minutes difficult to follow; therefore, the articles will be listed, with action taken thereon, in the order in which they were listed on the warrant.

Mr. Regan invited community members to comment on Article A. There was no discussion of Article A and Mr. Regan indicated the article would remain unamended.

ARTICLE A

To elect by ballot the following School District Officers:

<i>Moderator</i>	<i>3-Year Term</i>
<i>School Board Member</i>	<i>3-Year Term</i>
<i>District Treasurer</i>	<i>3-Year Term</i>
<i>District Clerk</i>	<i>3-Year Term</i>

Article A stands as written.

Mr. Regan read Article 1 and indicated that Mr. Miller would speak to the article.

ARTICLE 1

Shall the Litchfield School District vote to raise and appropriate the sum of Twenty-Two Million, Two Hundred Three Thousand, Three Hundred Forty dollars (\$22,203,340.00) for the construction, site development, and original equipping of a new grades PreK – 5 elementary school building on property owned by the District; and to authorize the issuance of not more than Twenty Million, Six Hundred Ninety-Two Thousand, Five Hundred Fifty dollars (\$20,692,550.00) in bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33); and to authorize the Litchfield School Board to issue and negotiate such bonds or notes and determine the rate of interest thereon; and, in addition, raise and appropriate the additional sum of Five Hundred Ninety-Seven Thousand, Seven Hundred Eighty-Five dollars (\$597,785) for the first year's principal and interest payments; and authorize the School Board to apply for, accept, and expend federal, state, or other aid, grants or donations, which may be available for the project; comply with all laws applicable to the project; and take any other action necessary to carry out this vote? Please note that it is also the intention of the Litchfield School Board to use Impact Fees, New Hampshire Department of Education State Building Aid, and New Hampshire Department of Education Kindergarten Construction Grant funds to reduce the costs of this project.

Three-fifths (3/5) ballot vote required.

*Recommended by the School Board
(5-0-0)*

*Recommended by the Budget Committee
(5-3-0)*

Mr. Miller spoke to Article 1. He thanked the Building Committee for their dedication over the past eighteen months commenting that Committee members worked tirelessly to bring forth a proposal that would represent the best option for the town.

LAB

Mr. Miller reviewed the project summary of the proposed new elementary school. The proposed new school is a 99,353 square foot, two story building, with an exterior depiction of brick veneer (75%) and vinyl (25%) combination, providing needed space for the middle school as grade five would return to the elementary school and the portables would be removed. The building will be built on the LMS site, where previous extensive geotechnical testing revealed a high quality of sandy soils and no groundwater problems.

Mr. Miller explained that the school would open for 705 students, grades PreK through 5, including 80 half-day public kindergarten students [if approved], 15 existing special education pre-school students [45 if kindergarten is not approved]. The cafeteria/kitchen, library and gym spaces are reconfigurable for growth to 1,150 students and the final project plans reflect significant reductions and re-design by the Building Committee: reduction of 4,700 sq. ft. and a reduction of \$7,000,000 from the total project cost. The project includes four public kindergarten classrooms [mandated by the State for Building Aid approval], which will be financed with the Kindergarten Construction Grant [75% direct reimbursement], for which the District has already received approval, and Elementary Impact Fees [remaining 25% of the total]. Kindergarten construction will have no impact on the tax rate.

Mr. Miller asked Mr. Cecil to speak to the site and floor plans. Mr. Cecil explained that the site plan reflects that McElwain Drive will provide main access to both the middle school and the proposed new elementary school. Access to the middle school will remain the same. Access for the new elementary school from McElwain would go straight past the middle school to the rear of the site with a separate bus loop and parent pick up/drop off areas. Students can safely traverse these two areas on walkways without having to cross in front of cars or buses to get to either the school or the play areas. Parents can drop off students in the loop at the front of the building or park in the parking lot, which will have 112 spaces. There is access for emergency vehicles as well as easy access to the service areas for vendors. The existing septic fields for LMS will remain and new septic and leach fields will be installed for the elementary school. The building will have southern exposure for optimal energy efficiency and for administration to have clear visual access to the traffic loops, parking lot, and playing fields.

Mr. Cecil reviewed floor plans for the proposed new school. He noted that the cafeteria is located in the front of the building as are the administrative offices for visibility to the bus and parent loops and the playing fields. The cafeteria can also act as a holding area for students while waiting for parents to pick them up or late buses. The first floor gym area is designed so that 75% of the building can be locked off for optimal energy efficiency and security. Public kindergarten classrooms are toward the back of the building with close proximity to specials areas and direct access the main lobby.

Mr. Cecil indicated that the Building Committee decided to use square footage in the cafeteria for a Music classroom, which allows the cafeteria to be easily expanded to its original size, if needed for growth. Committee members also decided to use square footage in the library for the media lab, which will allow easy expansion of the library to its original size should additional space be necessary. Pre-school, kindergarten, and first grade classrooms are located on the first floor as required by State building code. Classrooms for grades two through five will be located on the second floor. All specials (gym, art, music, etc.) are located on the first floor. Mr. Cecil

LAB

noted that the kindergarten wing is designed to be expanded with a second floor should future growth deem it necessary. The mechanical system is designed to be controlled by a computerized system and has optimal efficiency.

Mr. Cecil explained that the exterior of the building was drawn using two concept models: 1) full brick veneer, and 2) 75% brick veneer and 25% vinyl. He noted that it has not yet been decided where the vinyl will be used, but the building will retain a rural appearance.

Mr. Miller thanked Mr. Cecil for his presentation. Mr. Miller reviewed the project budget. He began with a summary of the project budget excluding the kindergarten classroom wing noting that the new construction costs for the 92,753 sq. ft. main building would total \$16,796,035, which includes site development. Administrative costs and reserves include moveable equipment, technology, advertising, insurance and legal fees, testing and allowances, and a 5% construction contingency, which would total \$2,338,590 [this includes \$0 dollars for the cost of the land, which the District owns]. Fees and services include the fees for architect and engineer, permits, survey, reports and studies, and a clerk of the works, which would total \$1,557,925. The total project budget without kindergarten classrooms would be \$20,692,550.

Mr. Miller reviewed the kindergarten classrooms project budget. He indicated that the kindergarten wing new construction costs, including site development would total \$1,141,800. Administrative fees would total \$252,990. Fees and services would total \$116,000. The total project budget would be \$1,510,790.

Mr. Miller presented the total project budget summary noting that the total project cost including kindergarten classrooms totals \$22,203,340. After applying State Building Aid totaling \$6,147,765; the Kindergarten Construction Grant totaling \$1,060,577; and Elementary Impact Fees totaling \$450,213, the net project cost would total \$14,544,785.

Mr. Miller reviewed the proposed financing of the project. He indicated that the date and amount of the bonds would be set by the School Board and that they plan to bond the project less the kindergarten classrooms costs [\$1,510,790]. The Board decided to use Capital Appreciation Bonds, proposing a 15-year bond, but welcoming public input on a 20-year bond option. He explained that CABs level the annual payments over the course of the bond, front loads the principal payments and back loads the interest, principal payments are made twice per year, accelerates State building aid payments, and reduces tax rate impact in early years. The proposed 15-year CAB tax rate impact on the first year would result in an estimated \$.44 per thousand increase on the tax rate. The second year has the highest impact at \$1.43 per thousand increase, but trickles down to \$1.30 per thousand at the end of the bond. Taxes on a \$300,000 home in year one would increase approximately \$132 and would increase approximately \$430 in year two and three. The total over 15 years: \$6,346. Estimated tax increases on a \$400,000 home in year one would be approximately \$176, \$574 in year two, and \$573 in year three. The total over 15 years: \$8,461. Mr. Miller also briefly summed up that a 20-year CAB would yield a higher tax increase. Total taxes over 20 years on a \$300,000 home would be approximately \$7,070, and \$9,427 on a \$400,000 home.

JAB

Mr. Miller reviewed a Building Repairs Cost Comparison looking at the costs of annual repairs to all three existing schools over the last four years. GMS repair totals were summarized as follows: 2004 - \$59,584; 2005 - \$148,838; 2006 - \$131,170; 2007 - \$153,508. LMS and CHS repair totals were summarized as follows: 2004 - \$96,663; 2005 - \$86,260; 2006 - \$93,036; 2007 - \$144,493. If the proposed new school passes it will open in 2010. We assume an average annual increase in repair expenditures of 15% for both GMS and the new school, and assume no major repairs to GMS. Projected annual repairs to GMS for five years (2010-2014) total \$1.5M and project annual repairs to the new elementary school total \$287,097, which will result in a total projected savings of \$1.3M over five years.

Mr. Miller reviewed the building operation cost projection assumptions noting that operational costs include the lease of the LMS portables, oil, electricity, water and sewer, propane, data, telephone, disposal, snow plowing, insurance and custodial supplies. Annual operating costs for GMS and the LMS portables are projected at \$277,219. Annual costs for the new school are projected at \$254,172, which will result in an estimate savings of \$23,047. This is significant because this building is 33% larger.

Mr. Miller concluded that GMS has served the community well, but can't meet: current educational program standards and requirements, NH State standards, ADA, code and life safety standards. GMS operational costs are expensive and growing. The proposed new school provides an environment that best meets the educational, physical, and environmental needs of Litchfield's children, much needed modern resources for community use, the best option for Litchfield's long-term financial interests, and is the last school Litchfield will have to build, barring a natural disaster.

Mr. Regan invited community members to comment on Article 1.

Mr. John Latsha, 10 McElwain Drive, wanted to know the reason for vinyl siding on the top of the building as depicted in the conceptual drawings. He queried if this was cost effective or aesthetic.

Mr. Miller responded that the final area of the vinyl has not yet been determined, but will be once the project passes. Mr. Cecil of Harriman indicated that the Building Committee looked for ways to reduce the cost of the project. Vinyl is fairly common in new school construction and is about one-fifth the cost of masonry. Only 25% of the building would be covered in the vinyl, but it has not been determined where it will go.

Mr. Latsha asked if there is a chance the vinyl siding will be visible to the adult housing community.

Mr. Cecil indicated that it is a possibility although there are many trees that will act as a buffer and it is a small amount of vinyl.

Mr. George Lambert, 3 Lydston Lane, commented that he heard complaints about health issues at GMS and wanted to know if legal action has ever been taken against the District for these issues.

LAB

Mr. Miller indicated that there have been some issues in the past, however, \$450,000 has been spent on ventilation in classrooms that had none, carpeting has been pulled, walls and floors are bleached twice yearly, 10-year old carpeting has been replaced, and air quality tests are conducted every few years. He added that he is not aware of any health issues over the past several years, nor is he aware of any lawsuits.

Mr. John Latsha, 10 McElwain Drive, queried about the tax rate in relation to a 15-year CAB. Mr. Martin indicated that if the assessed value of the town does not increase, there could be a higher increase on the tax rate. Mr. Latsha wanted to know if it would indeed be lower. Mr. Martin indicated it could be lower or it could be higher.

Mr. Al Raccio, 16 Bear Run Drive, commented that he received information on HB924 that could potentially increase the cost of every project the town of Litchfield may engage in each year. It can tax every demolition or renovation project a minimum of 75% if the bill passes. In regard to the proposed new school project, he noted that Mr. Cecil mentioned land reclamation and road access, which Mr. Raccio felt could be subject to HB924. He added that he is concerned there may not be any margin in the existing article to offset the impact of the bill on the project.

Mr. Raccio made a motion to add \$100,000 to Article 1 to offset the potential impact of any costs of HB924 in relation to any portion of the proposed project. The motion was seconded.

Mr. Miller commented that the contingency included in the project budget or the interest accrued from the bond could be used to offset the potential impact of HB924.

Mr. Raccio commented that given the statements from Mr. Miller he withdraws the motion.

Mr. Michael Couture, 41 Stark Lane, commented that traffic is often chaotic on McElwain Drive. He asked if there is a separate emergency right of way or access included in the project or perhaps lighting for the street.

Mr. Cecil indicated that there was a traffic study conducted on the intersection of Pinecrest and McElwain. The results indicated that there was no situation to trigger lighting. He noted that Pinecrest can be widened to include left and right turn lanes onto McElwain with no interference to the regular flow of traffic on Pinecrest. Mr. Cecil indicated that there was an earlier proposal, but it was found to be too expensive.

Mr. John Latsha, 10 McElwain Drive, commented that he received a copy of the field notes and inspection performed at GMS by Harriman Associates last February. He queried if it was conflict of interest to use the same architect to build the proposed new school.

Mr. Miller responded that there is no guarantee the proposed new school will be approved by the voters. We were asked to provide a detailed repairs estimate to renovate GMS. We contracted a separate company to also inspect the school and provide an estimate of renovation costs. Mr.

LAB

Miller indicated that both estimates from Harriman and JCN Construction were within 1.2% of each other.

Mr. Latsha asked why the Board did not hire another architect or independent company to perform the inspection and felt that using the District's architect was inappropriate. Mr. Miller indicated that it was too costly and would require too much time.

Moderator John Regan noted that the architect and an independent construction company performed the inspection, and asked Mr. Latsha why he felt it was inappropriate. Mr. Latsha indicated that he felt it would have been better to have an independent study without using Harriman.

Mr. Miller pointed out that an independent study was done in 2003 by Team Design and their report was the basis for the inspection by Harriman and JCN. He noted that Harriman is very familiar with GMS and has saved the District money in the past.

Mr. Doug Orlando, 8 Pilgrim Road, thanked the Building Committee for their hard work on the proposed new school project, as well as Harriman and all others involved. He indicated that the District has spent time and money for the quality of help and services for students as well as on proposals and studies of GMS over the last four years. He felt that this money could have been spent on educating our children and could have been used toward a new school. Mr. Orlando asked how much has been spent to get to this point.

Mr. Miller responded that we have spent approximately \$20,000 on the costing of the new project during this year's proposal. We have spent \$40,000 to \$50,000 each year for the past five years.

Mr. Orlando commented that there will always be someone asking questions about financial implications and wanted to know how much more it is going to cost to repair GMS because the problem is not going to go away.

Mr. Miller indicated that there is no plan to repair or renovate GMS if the new school does not pass. The most recent renovation study indicates that it will cost \$10.5M to renovate GMS and bring it up to code, however, there is no guarantee that we will receive State building aid if we cannot solve the water problem. We cannot have a geotechnical study because of the failed warrant article last March. There is no long-term plan for GMS.

Mr. John Latsha, 10 McElwain Drive, commented that Mr. Cecil recommended insulation and extensive dehumidification to solve the water problem at GMS, but it had no cost associated with it and Mr. Latsha wanted to know the reason.

Mr. Cecil indicated that the study done last year was to look at repairs needed and to inventory those repairs. As a result, it was decided that extensive dehumidification would need to be installed in the building. He also noted that he also presented a proposal to underdrain the building. Mr. Cecil pointed out that it would additionally cost roughly \$2M to dewater the GMS site as a result of the high groundwater table confirmed from four years of testing. Three

LAB

geotechnical studies have been performed, but it was not concluded how much volume was beneath the site. In 2005, the septic system failed and Hamm Septic was contracted to replace the tank. When they removed the old tank, water poured into the hole at a rate of 600 gallons per minute.

Mr. Latsha wanted to know if there is water coming up to foundation, why were tests done on the older buildings without drilling in the newer sections?

Mr. Cecil indicated that the worst problems were in the older sections and we opted to drill in the lower parts of the building. The newer wings are higher and not really affected. About 50% of the building does not have a vapor barrier and water vapor is coming up through the seams in the slab resulting in moisture in the building. Also, the skin of the building is old, as are the windows. Mr. Cecil noted that during the inspection it was discovered that many areas in the building above the ceiling tiles are exposed to the exterior.

Mr. Phil Reed, 7 Forest Lane, commented that a plan for the old school had been included in past proposals and queried about the benefit of offsetting the cost of the new school with the sale of GMS. He noted that the town sorely needs a new building.

Mr. Miller indicated that the Board has not specifically addressed what will happen with GMS because we want input from the community. The last proposal included the sale of GMS for a congregate care facility and the revenue of the sale would have directly offset the bond cost and the facility would have generated tax impact to help Litchfield. He added that the best use for the sale of the land may be for single family homes.

Mr. George Lambert, 3 Lydston Lane, commented that the new school proposal is interesting and a new school is needed, but similar proposals failed in the past and the cost increased. If the school does not pass this year, how much will it cost in two years?

Mr. Miller indicated that the last proposal was costed at approximately \$132/sq. ft. It is now at \$150/sq. ft. He asked Mr. Cecil to comment on the projection for the next two years. Mr. Cecil noted that the increase in cost would be between 3% - 5%. Mr. Miller commented that the bond rate is a quarter point higher as well and that is another unknown projection.

Mr. Lambert indicated that it would cost significantly more if this proposal fails. Mr. Miller concurred.

Mr. Lambert commented that another building in disrepair in town was closed. What would happen if someone does the same to GMS?

Mr. Miller indicated that the District has repaired immediate needs, such as the electrical problem that arose from the inspection at GMS last year. If the school were to be closed, we would have double sessions for GMS students at LMS or double session LMS students at CHS. We could hold a special meeting to allocate funds for paving and portables at LMS to accommodate the GMS students. Transportation costs would increase as well.

LAB

Mr. Spencer, 9 Cranberry Lane, made a motion to call the question. The motion was seconded. The motion carried by voice vote.

There was no further discussion on Article 1 and no amendments.

Article 1 stands as written.

Mr. Miller, 37 Wren Street, made a motion to restrict reconsideration on Article 1. The motion was seconded. The motion carried by voice vote.

ARTICLE 2

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by Special Warrant Articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling Nineteen Million, Nine Hundred Sixty-Nine Thousand, Nine Hundred Twenty-One dollars (\$19,969,921). Should the article be defeated, the default budget shall be Nineteen Million, Eight Hundred Twenty-Five Thousand, Five Hundred Fifty-Six dollars (\$19,825,556), which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

*Recommended by the School Board
(5-0-0)*

*Recommended by the Budget Committee
(8-0-0)*

Mr. Miller deferred to Mr. Martin to speak to the article. Mr. Martin explained that the Article represents the total District budget for the 2008-2009 fiscal year and that it includes self funded, food service and grant budgets. Mr. Miller asked Mr. Martin to speak about the budget.

Mr. Martin explained that he would present a budget summary, the School Board proposed operating budget with major factors impacting district needs, the Budget Committee's recommended budget, preliminary reductions to meet the Budget Committee's recommended budget, estimated revenues and appropriations, and tax rate impact. He added that all presentations and budget handout are available on the District website at www.litchfieldsd.org. The proposed operating budget is a School Board proposal and the recommended budget is what is submitted on the MS-27, which is reported to the State of NH. He explained that this year's process was similar to last year. The Administrative Team makes initial recommended reductions with prioritization. The SAU then prioritizes their requests and makes second level adjustments to the budget. The School Board makes final adjustments and approves the proposed budget for Budget Committee consideration. The Budget Committee is responsible for recommending the budget amount to be placed on the warrant. Mr. Martin explained that the School Board approves the final budget allocation after the March vote.

The School Board proposed a total budget of \$20,195,992, which is a 6.0% increase over last year's budget. The Budget Committee recommended a total budget of \$19,969,921 reflecting a

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\$226,071 difference. The Budget Committee's recommended budget is an increase of 4.8% over last year's budget. The Default budget is \$772,008 less than the Budget Committee's recommended budget. [The Budget Committee's budget number of \$19,969,921 is the amount in Article 2.] Mr. Martin explained that the School Board proposed operating budget of \$19,073,648 is a \$1,001,374 increase over the FY08 operating budget. The major factors impacting the budget increase:

Mr. Martin highlighted the major factors impacting the FY09 budget. The major factors are increases in the teachers' contract, current staff salaries/benefits, an additional school psychologist (a critical position), a part-time guidance counselor at CHS, two special education paraprofessionals (mandatory positions IEP driven), an additional part-time custodian at LMS (with no benefits), other new /expanded positions. Other areas of impact are increases in utilities (usage is dropping), CHS computer/business lab replacement (recycling the ones at CHS to LMS and GMS), the cost of the new finance/HR software (running the new and old systems will result in duplicate operation costs), repair and upgrade the CHS track, CHS multi-purpose field fencing, which is a safety issue (we have already had two incidents of young children injured by the roping off the field), increase in vocational transportation (contract addendum), curriculum review cycle (Math & FACS), regulatory costs, Destiny Library software for all three schools, and all other accounts. These major factors represent 90% of the FY09 budget.

Mr. Martin briefly reviewed object and function accounts highlighting the aforementioned major impacts in the budget. Object accounts are used to describe the services or commodities obtained as a result of the specific expenditure. Function accounts are used to describe the activity for which a service or expense is used.

Mr. Martin reviewed and explained the Budget Committee's recommended reductions, which total \$226,071. He commended the Budget Committee for supporting new/expanded critical positions.

Mr. Martin reviewed estimated revenue, which includes the revenue from State sources as well as impact fees for the new school. He explained that the funds for the new bond would be placed in a special project fund and would accrue interest. The unreserved fund balance used to reduce taxes [that was reduced by over \$1M last year that was returned to the town] would decrease and taxes would go up higher than the increase in the budget.

Mr. Martin indicated that the total budget to be raised by taxes is over \$9,000,000 or \$10.14 on the tax rate, which is a \$1.09 increase over this year's tax rate. The Budget Committee's recommended budget will be \$.22 less than last year's tax rate. If Article 1 passes, the total appropriation will result in a \$.22 increase in the tax rate.

Mr. Lemire spoke to Article 2. Mr. Lemire indicated that the Budget Committee identified reductions after going over all accounts and finding historic over budgets in some accounts. The SAU Administrators' salaries proposed by the School Board budget would be a 6% increase and the Budget Committee felt a 3% increase would be more affordable. The Budget Committee is confident that no after school activities would be cut from the budget. He added that the Committee found minimal reductions due to the diligent work by the School Board.

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Al Raccio, 16 Bear Run Drive, commented that over the prior two years he requested an Excel spreadsheet of the budget so the average citizen could understand it. He was informed that the current accounting software did not have that capability and that the District was looking into enhancing or upgrading the software. Now the District is looking at transitioning accounting software. He requested an Excel spreadsheet this year and felt he did not receive an appropriate answer.

Mr. Raccio made a motion to amend the bottom line of Article 2 to \$20,009,921 with the additional \$40,000 allocated to cover the cost of exporting the budget to an Excel spreadsheet from the accounting software. The motion was seconded.

Mr. Raccio felt that most people can understand what is on an Excel spreadsheet as the current budget format is complex. He indicated that it would help to have a link to the budget by Excel.

Mr. Martin indicated that the upgraded version of the accounting software has a feature to export to Excel, but he was advised by the Vice President of services at Tyler Technologies not to upgrade as the upgraded version was causing many problems. Next year we will have the ability to export to Excel with the new software, however, it will never link live to our financial database.

Mr. Raccio commented that he misused the word 'linked' and did not intend to infer that the public has access to the District's financial database. He explained that when you export to Excel formulas are embedded in the sheet and the public would be capable of seeing how the calculations are done.

Moderator John Regan suggested Mr. Raccio reword the motion.

Attorney Gordon Graham indicated that the motion should reflect a change in the number in the article and express the reason for the change. You are not changing the language of the article.

Mr. Lemire commented that the Budget Committee does not feel the school budget is too complicated to understand and is comfortable with what the District has been able to do. He added that the Committee is thankful for all the reports to review during the budget process. He suggested that written reports and executive summaries that were given to the Budget Committee can be copied for community members who are interested.

Mr. Raccio was concerned with the size and complexity of the budget book. He reiterated that it is crucial to see exactly how this money is disbursed and can be done easily with an Excel spreadsheet as the formulas and calculations would be embedded and easily accessed.

Mr. Spencer, Budget Committee Vice Chair, asked Mr. Raccio for the basis for adding \$40,000 to the bottom line. Mr. Raccio commented that Mr. Martin mentioned the cost approximately two years ago during discussions about software modifications and enhancements.

KAB

Mr. Martin indicated that he had no recollection of where that number came from and suggested that it has no relation to the new software. We have been assured by the vendor that the new software can export to Excel. The export to Excel will be a data export only as all calculations are performed in the District's software application.

Mr. Raccio indicated that the article addresses the capability expressly. He expressed strongly that he would like to have the budget in an Excel format.

Mr. Boehm, School Board member, commented that one thing the Board does is to try make sure we get the budget passed. If we keep adding to it, we run the risk of not passing the budget. He noted that Mr. Martin already stated the new software can export to Excel.

Mr. Spencer made a motion to call the question. The motion was seconded. The motion carried by voice vote.

The Moderator indicated that there is an amendment on the table to change the bottom line of the budget to \$20,009,921. The increase is to account for the capability to export the budget to some form readable by Excel.

The amendment was defeated by majority voice vote.

The Moderator asked if there was further discussion of Article 2.

Ms. Pat Spencer, 9 Cranberry Lane, asked if there is a line item for the cost of CHS.

Mr. Miller indicated that the principal paid each year for CHS is \$800,000 and did decrease by \$40,000 this year.

Ms. Spencer queried about an increase to other services and wondered if it was returned to the town last year.

Mr. Martin explained that the budget process requires administrators to report needs prior to the next year's budget process. The current 2008 budget Special Education out-of-district tuition was reduced significantly. As we go through the budget process there are more needs highlighted. The budget is developed 9 to 21 months prior to the actual expenditures and Special Education items literally change daily. What the District does not spend out of this account, the Board historically returns to the town.

Mr. Miller clarified that 75% of the \$1,000,000 returned to the town last year was from Special Education. The Board's historical position is to return any Special Education money that has been under spent.

Mr. Phil Reed, 7 Forest Lane, expressed that he has had personal involvement with Special Education programs and has worked closely with Mrs. Gregg. He stated that he is 100% confident that she is sensitive to abiding by the law and making sure we do not get caught in any

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traps in the system. He is confident that she does not do any excess in Special Education than what we have to do.

Michael Couture, 41 Stark Lane, queried about the 200 series. He commented that the original increase on benefits was 10%. The Board recommended 5.6% and the Budget Committee recommended a 3% reduction across the board. He questioned the numbers specific to health insurance.

Mr. Martin indicated that the District's health provider always estimates an increase that they will not go above and which we budget to, and many factors affect the total expenditures over the course of the end.

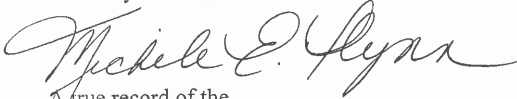
Mr. Spencer made a motion to call the question. The motion was seconded. The motion carried by voice vote.

There were no further discussion or amendments.

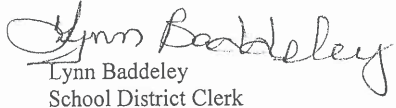
Article 2 stands as written.

The Moderator thanked all who attended and accepted a motion to adjourn. The motion was seconded. The motion passed unanimously by voice vote.

Prepared by:
Michele E. Flynn
Secretary to the Litchfield School Board



A true record of the
Litchfield School District Deliberative Session
Attest:



Lynn Baddeley
School District Clerk

Submitted: February 13, 2008

LAD

2008 LITCHFIELD SCHOOL DISTRICT WARRANT STATE OF NEW HAMPSHIRE

To the inhabitants of the School District of the Town of Litchfield in the County of Hillsborough and the State of New Hampshire, qualified to vote upon district affairs:

FIRST SESSION OF ANNUAL MEETING (DELIBERATIVE)

You are hereby notified that the first session of the annual meeting of the School District of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Saturday, February 9, 2008, at 2:00 o'clock in the afternoon for explanation, discussion, and debate of warrant articles number 1 through number 2. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, and (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended.

SECOND SESSION OF ANNUAL MEETING (VOTING)

You are hereby notified that the second session of the annual meeting of the School District of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Tuesday, March 11, 2008, at 7:00 o'clock in the forenoon for the choice of School District Officers elected by official ballot, to vote on questions required by law to be inserted on the official ballot, and to vote on all Warrant Articles from the first session on official ballot per RSA 40:13, VII. The polls for the election of School District Officers and other action required to be inserted on said ballot will open on said date at 7:00 o'clock in the forenoon and will not close earlier than 7:00 o'clock in the evening.

ARTICLE A

To elect by ballot the following School District Officers:

School District Moderator	3-Year Term
School District Clerk	3-Year Term
School District Treasurer	3-Year Term
School Board Member	3-Year Term

ARTICLE 1

Shall the Litchfield School District vote to raise and appropriate the sum of Twenty-Two Million, Two Hundred Three Thousand, Three Hundred Forty dollars (\$22,203,340.00) for the construction, site development, and original equipping of a new grades PreK – 5 elementary school building on property owned by the District; and to authorize the issuance of not more than Twenty Million, Six Hundred Ninety-Two Thousand, Five Hundred Fifty dollars (\$20,692,550.00) in bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33); and to authorize the Litchfield School Board to issue and negotiate such bonds or notes and determine the rate of interest thereon; and, in addition, raise and appropriate the additional sum of Five Hundred Ninety-Seven Thousand, Seven Hundred Eighty-Five dollars (\$597,785) for the first year's principal and interest payments; and authorize the School Board to apply for, accept, and expend federal, state, or other aid, grants or donations, which may be available for the project; comply with all laws applicable to the project; and take any other action necessary to carry out this vote? Please note that it is also the intention of the Litchfield School Board to use Impact Fees, New Hampshire Department of Education State Building Aid, and New Hampshire Department of Education Kindergarten Construction Grant funds to reduce the costs of this project.

Three-fifths (3/5) ballot vote required.

*Recommended by the School Board
(5-0-0)*

*Recommended by the Budget Committee
(5-3-0)*

ARTICLE 2

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by Special Warrant Articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling Nineteen Million, Nine Hundred Sixty-Nine Thousand, Nine Hundred Twenty-One dollars (\$19,969,921). Should the article be defeated, the default budget shall be Nineteen Million, Eight Hundred Twenty-Five Thousand, Five Hundred Fifty-Six dollars (\$19,825,556), which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

*Recommended by the School Board
(5-0-0)*

*Recommended by the Budget Committee
(7-1-0)*

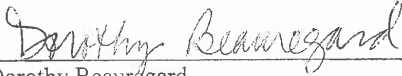
GIVEN UNDER OUR HANDS AT SAID LITCHFIELD THIS 23 rd DAY
OF JANUARY 2008.



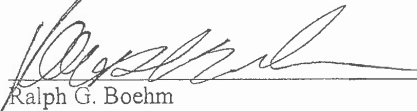
Dennis Miller, Chair



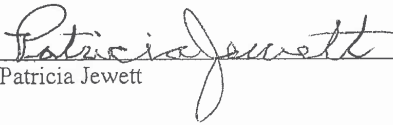
Cynthia Couture, Vice Chair



Dorothy Beauregard



Ralph G. Boehm



Patricia Jewett

Litchfield School Board

**LITCHFIELD SCHOOL DISTRICT MEETING
ELECTION RESULTS
MARCH 11, 2008
The State of New Hampshire**

Election of Officers

Moderator:	John Regan; 1,787 votes, elected; three-year term
School Board:	Cynthia Couture; 1,087 votes, elected; three-year term
District Treasurer:	Lynn Baddeley; 1,645 votes, elected; three-year term
District Clerk:	Lynn Baddeley; 1,607 votes, elected; three-year term

Warrant Articles

ARTICLE 1

Shall the Litchfield School District vote to raise and appropriate the sum of Twenty-Two Million, Two Hundred Three Thousand, Three Hundred Forty dollars (\$22,203,340.00) for the construction, site development, and original equipping of a new grades PreK – 5 elementary school building on property owned by the District; and to authorize the issuance of not more than Twenty Million, Six Hundred Ninety-Two Thousand, Five Hundred Fifty dollars (\$20,692,550.00) in bonds or notes in accordance with the provision of the Municipal Finance Act (RSA Chapter 33); and to authorize the Litchfield School Board to issue and negotiate such bonds or notes and determine the rate of interest thereon; and, in addition, raise and appropriate the additional sum of Five Hundred Ninety-Seven Thousand, Seven Hundred Eighty-Five dollars (\$597,785) for the first year's principal and interest payments; and authorize the School Board to apply for, accept, and expend federal, state, or other aid, grants or donations, which may be available for the project; comply with all laws applicable to the project; and take any other action necessary to carry out this vote? Please note that it is also the intention of the Litchfield School Board to use Impact Fees, New Hampshire Department of Education State Building Aid, and New Hampshire Department of Education Kindergarten Construction Grant funds to reduce the costs of this project.

Three-fifths (3/5) ballot vote required.

*Recommended by the School Board
(5-0-0)*

*Recommended by the Budget Committee
(5-3-0)*

**Yes: 1,139
Article failed - No: 1,145**

ARTICLE 2

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by Special Warrant Articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling Nineteen Million, Nine Hundred Sixty-Nine Thousand, Nine Hundred Twenty-One dollars (\$19,969,921). Should the article be defeated, the default budget shall be Nineteen Million, Eight Hundred Twenty-Five Thousand, Five Hundred Fifty-Six dollars (\$19,825,556), which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

Recommended by the School Board
(5-0-0)

Recommended by the Budget Committee
(8-0-0)

Article passed - Yes: 1,366
No: 892

A true report of the 2008 Litchfield School District election results, prepared by:



Michele E. Flynn
School Board Secretary

A true report of the 2008 Litchfield School District election results, attest:



Lynn Baddeley
School District Clerk

LB

2009 LITCHFIELD SCHOOL DISTRICT WARRANT STATE OF NEW HAMPSHIRE

To the inhabitants of the School District of the Town of Litchfield in the County of Hillsborough and the State of New Hampshire, qualified to vote upon district affairs:

FIRST SESSION OF ANNUAL MEETING (DELIBERATIVE)

You are hereby notified that the first session of the annual meeting of the School District of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Saturday, January 31, at 2:00 o'clock in the afternoon for explanation, discussion, and debate of warrant articles number 1 through number 5. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, and (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended.

SECOND SESSION OF ANNUAL MEETING (VOTING)

You are hereby notified that the second session of the annual meeting of the School District of the Town of Litchfield will be held at Campbell High School, 1 Highlander Court, in said Litchfield on Tuesday, March 10, 2009, at 7:00 o'clock in the forenoon for the choice of School District Officers elected by official ballot, to vote on questions required by law to be inserted on the official ballot, and to vote on all Warrant Articles from the first session on official ballot per RSA 40:13, VII. The polls for the election of School District Officers and other action required to be inserted on said ballot will open on said date at 7:00 o'clock in the forenoon and will not close earlier than 7:00 o'clock in the evening.

ARTICLE A

To elect by ballot the following School District Officers:

School Board Member
School Board Member

3-Year Term
3-Year Term

ARTICLE 1

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling Twenty Million, Seven Hundred Twenty-Seven Thousand, Six Hundred Thirty-Six dollars (\$20,727,636)? Should the article be defeated, the default budget shall be Twenty Million, Eight Hundred Forty-Nine Thousand, Six Hundred Seventy-Eight dollars (\$20,849,678), which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

ARTICLE 2

Shall the Litchfield School District vote to approve the cost items included in the collective bargaining agreement reached between the Litchfield School District and the Litchfield Education Association which calls for the following increases in salaries and benefits:

Year	Estimated Increase
2009-2010	\$ 457,623.00
2010-2011	\$ 374,373.00
2011-2012	\$ 379,805.00

and further to raise and appropriate the sum of Four Hundred Fifty-Seven Thousand, Six Hundred Twenty-Three dollars (\$457,623.00) for the 2009-2010 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year?

Pursuant to RSA 273-A:12, VII, this collective bargaining agreement, including the pay plan but excluding cost of living increases, will continue until a new agreement is executed.

Recommended by the School Board

Recommended by the Budget Committee

ARTICLE 3

Shall the Litchfield School District authorize the Treasurer, with the approval of the School Board, to appoint a Deputy Treasurer for a 1-Year Term under the provisions of RSA 197:24(a) to serve only in the absence or unavailability of the Treasurer? This is an unpaid position.

ARTICLE 4

Shall the Litchfield School District raise and appropriate up to Fifty Thousand dollars (\$50,000.00) to the Capital Reserve Fund for educating educationally disabled children established in 2004 and authorize the use of that amount from the June 30 unreserved fund balance (surplus) available for transfer on July 1 of this year?

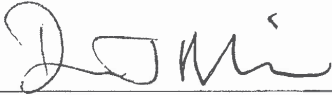
Recommended by the School Board

Recommended by the Budget Committee

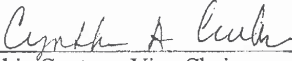
ARTICLE 5

Shall the School District vote to require that all votes by the Budget Committee and the School Board relative to budget items and warrant articles, shall be recorded votes and that a numeric tally of the votes be printed in the School District warrant next to the affected warrant article in accordance with RSA 32:5, V-a?

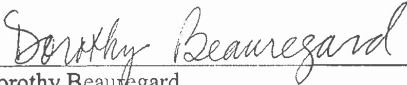
**GIVEN UNDER OUR HANDS AT SAID LITCHFIELD THIS 21 DAY
OF JANUARY 2009.**



Dennis Miller, Chair



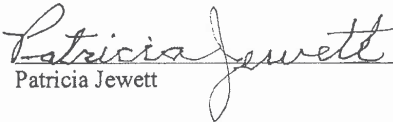
Cynthia Couture, Vice Chair



Dorothy Beauregard



Ralph G. Boehm



Patricia Jewett

Litchfield School Board

**LITCHFIELD SCHOOL DISTRICT
DELIBERATIVE SESSION
January 31, 2009
The State of New Hampshire**

Time, Place: The meeting was called to order at 2:00 p.m. in the Campbell High School Auditorium.

Present: Moderator, Mr. John G. Regan, presiding.

School Board members: Mr. Dennis Miller, Chair (School Board Representative to the Budget Committee); Mrs. Cynthia Couture, Vice Chair; Mrs. Dot Beauregard; Mr. Ralph Boehm; and Mrs. Pat Jewett (Board Member and Selectwoman).

Dr. Elaine Cutler, Superintendent of Schools; Mr. Stephen Martin, Business Administrator; Dr. Ronda Gregg, Director of Special Services; Amanda Lecaroz, Director of Curriculum & Instruction; Deb Mahoney, Director of Human Resources; Bruce Ballou, Director of Technology; Michele E. Flynn, School Board Secretary; Ms. Lynn Baddeley, School District Clerk; Gordon Graham and Maureen Pomeroy, Attorneys for the District.

Mr. Robert Manseau, Campbell High School Principal; Mr. Tom Lecklider Litchfield Middle School Principal; Mr. Martin ("Bo") Schlichter, Griffin Memorial School Principal.

Budget Committee members: Mr. Brent Lemire, Chairman; Mr. John Harte, Vice Chair; Mr. Paul Parker; Mr. Mike Falzone, Mr. Brian McCue; Mr. Ray Peeples, Mr. George Lambert, (Selectmen's Representative).

Ballot clerks: Ms. Bertha Mieczkowski, Mrs. Trisha Regan.

Mr. Regan invited members to join him in the Pledge of Allegiance.

Mr. Regan introduced Mr. Phil Reed, Vice Moderator, and reviewed the Moderator's rules and protocol for the Deliberative Session according to state law.

Mr. Regan introduced Mr. Dennis Miller, School Board Chair. Mr. Miller introduced School Board members, SAU staff, and attorneys.

Mr. Regan introduced Mr. Brent Lemire, Chairman of the Budget Committee. Mr. Lemire introduced Budget Committee members.

Note: The order of business of the Deliberative Session is sometimes conducted out of the warrant articles' numeric sequence. Recording activity in chronological order would make the minutes difficult to follow; therefore, the articles will be listed, with action taken thereon, in the order in which they were listed on the warrant.

Mr. Regan read Article 1 and indicated that Mr. Miller would speak to the article.

LB

ARTICLE 1

Shall the Litchfield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by the vote at the first session of the annual school district meeting, for the purposes set forth herein, totaling Twenty Million, Seven Hundred Twenty-Seven Thousand, Six Hundred Thirty-Six dollars (\$20,727,636)? Should the article be defeated, the default budget shall be Twenty Million, Eight Hundred Forty-Nine Thousand, Six Hundred Seventy-Eight dollars (\$20,849,678), which is the same as last year, with certain adjustments required by previous action of the Litchfield School District or by law; or the School Board may hold one special meeting, in accordance with RSA 40:13 X and XVI, to take up the issue of a revised operating budget only.

Mr. Miller gave an overview of the budget process. The Administrative Team makes initial recommended reductions with prioritization. The SAU then prioritizes their requests and makes second level adjustments to the budget. The School Board made final adjustments and approved the proposed budget for Budget Committee consideration. The Budget Committee is responsible for recommending the budget amount to be placed on the warrant. Mr. Miller indicated that many people worked to bring this budget forward. He also explained that the Default Budget is created for the School Board and approved by the Board. The Budget Committee is not involved in the Default process.

Mr. Miller deferred to Mr. Martin to speak to the budget. Mr. Martin explained that Dr. Cutler instructed administrators to submit a level-funded budget. Article 1 represents the total District operating budget for the 2009-2010 fiscal year and that it includes general fund, food service, and grant fund budgets.

Mr. Martin explained that he would present a budget summary, the School Board proposed operating budget with major factors impacting district needs, the Budget Committee's recommended budget, the Budget Committee's reductions, estimated revenues and appropriations, and tax rate impact. He added that all presentations and budget handout are available on the District website at www.litchfieldsd.org.

The School Board's proposed total operating budget of \$20,802,147 reflected an increase of \$797,416, or 4.2% over last year. The Budget Committee recommended a total budget of \$20,727,636 reflecting a \$74,511 difference, an increase of 3.8% over last year's total operating budget. The total proposed FY10 budget, \$21,228,990, **which is a total of the operating budget and warrant articles**, reflects an increase of \$1,259,069, or 6.3%, over the FY09 total budget. The proposed FY10 Default budget, \$20,849,678, is 4.41% over 2009. Mr. Martin pointed out that the cost of Article 2 is actually less than what was posted on the warrant and that the School Board would be amending Article 2.

Mr. Martin highlighted the major factors impacting the FY10 operating budget. The major factors are the state mandated kindergarten expenses of \$321,725, of which \$303,330 will be offset by additional state revenues; NH Retirement System mandated contribution rate increases, \$109,841; and mandated repairs and improvement to GMS, \$95,650. If these items are excluded, the operating budget increase would only be 1.04%.

LB

Mr. Martin pointed out that the School Board's recommended general fund operating budget is \$797,416 less than 2009. He reviewed the major increases impacting the budget as follows:

- Kindergarten has been mandated by the state and the expenses, \$321,725, account for 40.35% of the increase to the operating budget. The cost will be offset by \$303,330 in additional state funding.
- Existing non-LEA Staff Salary & Benefits increase of \$136,330, account for 17.10% of the increase to the operating budget.
- NH Retirement contributions increase of \$109,841, account for 13.77% of the increase to the budget, due to mandated contribution rate increases.
- Utilities increase of \$75,539, account for 9.47% of the increase to the operating budget.
- Paraprofessionals Salaries increase of \$50,060, account for 6.28% of the increase to the operating budget (\$30,000 reduced in 2009 budget).
- Mandated safety repairs at GMS required by the Litchfield Fire Department and Building Inspector, \$48,000, account for 6.02% of the increase to the operating budget.
- GMS Repairs required by the NH DOE & the Litchfield Health Inspector for School Approval, \$47,650, account for 5.98% of the increase to the operating budget.
- Expanded Days for the Director of Curriculum, \$45,609, account for 5.72% of the increase to the operating budget.
- Health & Dental Insurance increase of \$42,129, account for 5.28% of the increase to the operating budget.
- Transportation Contract increase of \$38,422, account for the 4.82% of the increase to the operating budget.
- Data Communications increase of \$32,436, account for 4.07% of the increase to the operating budget. Mr. Martin pointed out that half of this increase is due to an error in setting the 2009 budget. The other half is due to two additional T1 lines supporting GMS and LMS.
- LEA Grade Change Salary & Benefit increases of \$21,393, account for 2.68% of the increase to the operating budget, are covered under the operating budget and are not part of the costs of the new Collective Bargaining Agreement.
- Current GMS Portable lease of \$21,299, accounts for 2.67% of the increase to the operating budget (the portable was leased last year due to the closure of the 1930's building).
- Workers' Compensation Insurance increase of \$21,222, accounts for 2.66% of the increase to the operating budget. The major share of this increase was to gross appropriate the costs prior to the refund.
- Teacher 6th Period Classes increase of \$18,745, accounts for 2.35% of the increase to the operating budget, which is attributed to teachers at the middle and high school levels who teach an additional course period.
- Daily Substitute Salaries increase of \$16,142, account for 2.02% of the increase to the operating budget, which is driven by a need to increase the daily rate.
- LMS School Year Receptionist salary of \$15,523, which is a new position, accounts for 1.95% of the increase to the operating budget.
- All other accounts have been reduced \$264,649 or 33.19%.

Mr. Martin explained that object accounts are used to describe the services or commodities obtained as a result of the specific expenditure. He briefly reviewed object accounts highlighting a 40% increase in the Property Services account, which is due to required repairs, updates, and improvements (GMS mandated repairs and upgrades). He indicated that the site work and septic set up for the GMS portables for kindergarten will be funded 100% by the State of New Hampshire. Other property service account increases include transportation, out-of-district tuition for at-risk students in compliance with the new state attendance age law, and property and liability insurance. Salaries & Benefits account for 72% of the operating budget. If the Teachers' contract is approved by voters, salaries and benefits will account for 74% of the budget.

Mr. Martin explained that function accounts are used to describe the activity for which a service or expense is used. He reviewed increases and decreases to the function accounts. Regular Programs increased 1.4%; Special Programs 3.5%; Student Support Services 7.4%, part of which includes a transfer position (teacher) from LMS to CHS for an at-risk counselor; Instructional Staff Services 7.1%, due to an increase in days (salary) for the Director of Curriculum; Operation & Maintenance of Plant 10.4% due to the required GMS repairs and upgrades.

Mr. Martin reviewed the Budget Committee's reductions to the School Board budget. These reductions included: Athletic salaries \$5700; Dental Insurance \$8000; Social Security \$23,811; Workers Compensation Insurance \$10,000; Game Officials \$2,000; Electricity \$13,000; Fuel \$10,000; and Ground Equipment Replacement \$2000; for a total of \$74,511. Mr. Martin pointed out that the reduction in the Workers Compensation Insurance will not allow the District to gross appropriate this account.

Mr. Martin reviewed estimated revenue, which includes the revenue from state sources for kindergarten; an increase in the adequate education grant offset by a reduction in the state education taxes, which will reduce the state property tax rates by seven cents. Revenue from state sources will increase 3.8%. Mr. Martin also reviewed revenue from federal sources, such as Food Service revenue and revenue from grants, which will not impact the tax rate.

Mr. Martin indicated that the 2007-2008 year concluded with a fund balance of \$467,000. He is budgeting a fund balance of \$200,000 for this year, which is subject to change.

Mr. Martin indicated that the total 2009-2010 budget to be raised by taxes would equate to \$10.81 per thousand, a \$.49 increase from last year, which has been adjusted by the .07 reduction in state property tax. If the Teachers' contract and the Special Education Capital Reserve articles are approved by the voters, the tax rate increase will be \$1.00 (adjusted by the seven cent reduction to the state property taxes).

The Moderator invited the community to comment on Article 1.

Mrs. Laurie Ortolano, 16 Martin Lane, made a motion to reduce the 2009-2010 Operating Budget to \$20,405,911. The motion was seconded.

Mrs. Ortolano indicated that the amount of the reduction was \$321,925, which was budgeted for kindergarten.

LP

The Moderator invited discussion of Article 1.

Mr. Miller commented that the State of New Hampshire has mandated the implementation of kindergarten. The District is required by law to have kindergarten. Reducing the cost of kindergarten in the budget would not mean that kindergarten would not be implemented. The District would have to find the money to fund kindergarten. A kindergarten program is essential and would mean more efficiency for first graders.

John Latsha, 10 McElwain Drive, commented that the problem is not with kindergarten, but the process in which the cost was included in the budget without being placed on a warrant article for the taxpayers to decide. He commented further although kindergarten would be funded by the state for three years, residents would have to fund it after that period. He felt that the people should have the right to vote on it. Mr. Latsha indicated that the mandate from the state was unfunded and quoted a School Board member who commented [at a previous Board meeting] that kindergarten is an unfunded mandate and is unconstitutional. He continued quoting that the Board member referred to the Hudson litigation. Mr. Latsha commented that the kindergarten issue should be decided by the people on a warrant article. He also referred to past warrant articles that failed (e.g. CHS track resurfacing, fencing), stating that these issues were not approved by the voters, but were included in the following year's budget.

Mr. Miller commented that he understood Mr. Latsha's viewpoint, however, Hudson is not challenging the funding of kindergarten. Hudson is challenging the mandate. Mr. Miller indicated that the explanation from Hudson's attorney is that they are not challenging the funding. If Hudson wins the lawsuit, it will not overturn the funding. Mr. Miller pointed out that even if kindergarten was on the warrant in Litchfield and it fails, the town must still implement kindergarten according to the law.

Michael Couture, 41 Stark Lane, commented on the budgetary breakdown for kindergarten, noting that some costs are occur only once and some are recurring. He queried about the annual operating cost of kindergarten.

Mr. Martin indicated that the total salaries and benefits to staff kindergarten would be recurring costs and total \$108,107, but would be offset by \$1,200 per pupil from the state for the first three years. Non-salary items, which include the portable classroom leases, would be funded by the state for the first three years as well. Approximately \$84,000 of this expense would be recurring beyond year three. The site work and set up for the portables is a one-time expense that is funded by the state. After three years, the state expects the town to provide a permanent space solution for kindergarten and would fund construction at 75% state building aid.

John Latsha, 10 McElwain Drive, commented that Hudson is, in fact, concerned about the financial aspect of implementing kindergarten.

Mr. Miller responded that Hudson is not challenging the funding of kindergarten, only the mandate.

LB

Bill Spencer, 9 Cranberry Lane, clarified that Hudson is challenging the legal aspect of kindergarten. Hudson did not put kindergarten in their budget and he queried how they were allowed to do so.

Mr. Miller responded that it was Hudson's decision not to include kindergarten in their budget. However, kindergarten has been mandated and we do not know what the ramification from the state will be.

Mr. Spencer commented that they challenged the mandate and chose not to include the money in their budget, but will let the voters decide. He indicated that is the same issue with kindergarten in Litchfield and the voters should make the decision.

Mr. Latsha commented that the only penalty for Hudson if kindergarten is not implemented is to file for an exemption for one year.

Attorney Gordon Graham clarified that Hudson's issue with kindergarten is that it is mandated by the state, but only funded for the first three years. Hudson wants it fully funded. Hudson's lawsuit does not invalidate the law. Hudson is challenging that the districts that do not have kindergarten are being compelled to implement and fund it. Litchfield is different because of the complexity of the law. The "no means no" law [RSA 32:10, I (e)] states that the purpose or article shall be deemed one for which no appropriation is funded in that budget year. The Town of Litchfield approved kindergarten three years ago. The legislature passed the portion of the bill for kindergarten construction that was exempted from the no means no law to preempt kindergarten failing on a warrant. They never exempted the operational budget from the no means no law. School districts are now in a bad position. It was his advice that it was necessary for districts [for legal issues] to include kindergarten in the operating and default budgets. An unfunded mandate in Litchfield is contingent on voters never approving a program. The Litchfield community did vote in favor of kindergarten.

Peter Moore, 31 Deerwood Drive, commented that placing kindergarten on a separate warrant article placed the Board in an unfair position. They have been criticized several times for including items that failed in previous warrant articles in the operating budget. This reduction is a specific amount for kindergarten. If residents think the budget is too big, find specific areas to reduce. He added that it is disturbing that Litchfield is one of the few towns in the nation that does not have kindergarten. We have to support education for our children. He stated that he is not supporting the amendment to Article 1.

Bill Spencer, 9 Cranberry Lane, commented that when the original vote for kindergarten was taken the former Superintendent was asked if kindergarten was being forced on the people and she said no. She made a commitment to bring kindergarten to the voters.

Mr. Miller responded that the different conditions exist now than did previously. The law has changed and put us in a difficult position.

Mr. Phil Reed, 7 Forest Lane, stated that he was opposed to the amendment. He commented that the issue is either pay now or pay later, and pay later always costs more. We need to move forward. He urged residents to defeat the amendment.

LB

Mr. George Lambert, 3 Lydston Lane, commented that he was not in favor of the amendment. Kindergarten will cost us more later and cost us adequate education for our children. Penny Shupe, 8 McQuestin Circle, commented that she has been a resident of Litchfield for 26 years and spent 20 years as an educator. She stated that this community has continued to invest in our students and that is what we need to do.

Mr. Ralph Boehm, School Board member, commented that we are in a quandary. If we support the amendment we will have to find the funding for kindergarten in the budget and pay legal fees. Our hands are tied. Mr. Boehm stated that if we remove kindergarten by amendment, we would place parents in a difficult position. They would have lost the opportunity to register their child at a private kindergarten of their choice. He urged residents not to support the amendment.

Mr. Bill Spencer, 9 Cranberry Lane, made a motion to call the question. The motion was seconded and passed by voice vote.

A secret ballot was requested in writing by William Spencer, Patricia Spencer, Patricia Byron, Laurie Ortolano, Robert Martineau, for the vote on the motion on the floor to reduce the operating budget to \$20,405,911. The Moderator instructed voters to use ballot number 13 on the blue ballot sheet.

While the secret ballots were being counted, Board members requested a short break. Mr. Miller announced that Mrs. Dot Beauregard would not be seeking reelection to the School Board. He gave a brief background of Mrs. Beauregard's service and contribution to the community. He congratulated her on serving five years on the School Board and presented her with an award.

The Moderator indicated that the secret ballot had been collected and counted by the Supervisors of the Checklist.

The secret ballot count for the proposed amendment was: Yes, 26; No, 44. **The amendment was defeated.**

The Moderator asked if there was further discussion of Article 1.

Al Raccio, 16 Bear Run Drive, queried about the transportation costs for kindergarten.

Mr. Miller responded that there would be no increase in transportation costs as kindergarten students will be transported in conjunction with the elementary students. There will also be no midday transportation for kindergarten.

There were no further amendments or discussion, **Article 1 stands as written.**

Mr. Regan read Article 2.

LB

ARTICLE 2

Shall the Litchfield School District vote to approve the cost items included in the collective bargaining agreement reached between the Litchfield School District and the Litchfield Education Association which calls for the following increases in salaries and benefits:

<i>Year</i>	<i>Estimated Increase</i>
<i>2009-2010</i>	<i>\$ 457,623.00</i>
<i>2010-2011</i>	<i>\$ 374,373.00</i>
<i>2011-2012</i>	<i>\$ 379,805.00</i>

and further to raise and appropriate the sum of Four Hundred Fifty-Seven Thousand, Six Hundred Twenty-Three dollars (\$457,623.00) for the 2009-2010 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year?

Pursuant to RSA 273-A:12, VII, this collective bargaining agreement, including the pay plan but excluding cost of living increases, will continue until a new agreement is executed.

Recommended by the School Board

Recommended by the Budget Committee

Mr. Dennis Miller made a motion to reduce the first year cost amount of the Teachers' Contract in Article 2 to \$451,354. The motion was seconded.

Mr. Miller explained that the amendment was being made due to an accounting misallocation in the athletics and co-curricular accounts. The purpose is to adjust the figure to implement the negotiated agreement and correct a mistake in the original calculation of the cost items needed to implement the cost items in the agreement.

The Moderator asked if there was any discussion on the amendment. Hearing none, the Moderator asked for a vote on the amendment.

The amendment passed by voice vote.

Mr. Miller spoke to the article explaining that the contract is the result of a four month long negotiation process during which he and Mr. Boehm served on a negotiation committee. He noted that the Board's desire was to minimize the cost to the taxpayers, reduce health insurance costs to the District, and maintain competitive salaries. Several options were discussed. The end result was that salary schedules would be adjusted 2.5% each year for three years, plus step increases that range from 2.76% to 4.48%; there is a 0% step increase for teachers at the top step, and no increase in longevity adjustments for those that qualify. 37% of the District's teachers are at the top step of the salary schedule.

Mr. Miller further stated that there will be no increase in co-curricular and athletic stipends over the three years. Board members and the LEA will study the allocation of the stipends. Also agreed upon is a new perfect attendance stipend to help reduce the cost of substitute teachers. The lower cost health plan reflects increased co-pays for office visits and emergency room visits. There is no increase in the per LEA member professional development dollars over the three years.

LP

Mr. Miller indicated the cost of the agreement is \$451,354 for year one, \$374,373 for year two, and \$379,805 for year three. The impact is \$.46 on the tax rate for year one and \$.39 on the tax rate for years two and three.

The Moderator opened the floor to discussion of the article.

Rich Carter, 74 Talent Road, queried if the perfect attendance cost was included in the budget.

Mr. Miller responded that the perfect attendance cost is not reflected in the budget.

Mr. Carter was concerned about where the money would come from.

Mrs. Couture noted that the cost would be offset by the need for fewer substitutes.

Anja Duprat, 5 Ronisa Avenue, queried if the health costs are locked over the three years of the contract and who would pay any difference if there were an increase in cost.

Mr. Miller responded that the costs differ from year to year, and the District pays 85% of the cost from year to year.

SueAnn Johnson, 35 Locke Mill Drive, queried if the COLA and longevity are paid annually.

Mr. Miller responded that the 2.5% is an annual adjustment. The longevity stipend will be added to the salaries of the teachers who have reached top step and qualify for longevity.

Ms. Johnson was concerned with a three year contract in light of the economy. She commented that many people's salaries are being reduced and many are facing layoffs. She stated that although she wants the District to have quality in teaching, the attendance bonus is not necessary. She felt that the Board should have been more conservative in negotiations.

Mr. Miller commented that Litchfield has a high quality staff and they considered a shorter term contract. They felt that the economic climate warranted the three year contract as futures are uncertain. The teachers, School Board, and Budget Committee felt this was a fair contract. It will be up to the voters in March.

Peter Moore, 34 Deerwood Drive, queried why the first year was higher than the other two years.

Mr. Martin explained that in the cost is higher in the first year because of the allocation of teachers on the schedule. Each year additional staff reach the top step, which reduces the annual cost increase. It can be very complicated because of the combination of steps and total experience.

Bill Spencer, 9 Cranberry Lane, commented that part of the reason for the question is because the contract is based on the existing pool and over three years the cost is affected by new hires.

LB

Al Raccio, 16 Bear Run Drive, commented that the longevity doesn't seem to track the rest of the numbers.

Mr. Martin responded that it is based on the allocation of current staff. When a teacher reaches 15 years with 5 years in the district, or 20 years with 5 years in the district the teacher is eligible for longevity. The longevity cost was calculated for each existing staff member.

Mr. Raccio commented that would assume the history shows a very low attrition.

Mr. Martin indicated that there are a number of staff at the top of the longevity step. They could teach another 10 or 15 years and you will see no change in that line. It is an actual expected cost based on current staff.

There were no further amendments or discussion, **Article 2 stands as amended.**

Mr. Dennis Miller, 37 Wren Street, made a motion to restrict reconsideration of Article 1. The motion was seconded and passed by voice vote.

Mr. Dennis Miller, 37 Wren Street, made a motion to restrict reconsideration of Article 2. The motion was seconded and passed by voice vote.

Mr. Regan read Article 3.

ARTICLE 3

Shall the Litchfield School District authorize the Treasurer, with the approval of the School Board, to appoint a Deputy Treasurer for a 1-Year Term under the provisions of RSA 197:24(a) to serve only in the absence or unavailability of the Treasurer? This is an unpaid position.

Mr. Boehm spoke to the article. He explained that Litchfield has no deputy treasurer. This is a one year term and the deputy treasurer would only serve in the absence or unavailability of the treasurer. The position is necessary to operate the District within the law and is required by the District's outside auditing firm. This is an unpaid and necessary position.

John Latsha, 10 McElwain Drive, queried if the position is voluntary.

Mr. Boehm indicated in the affirmative and that the position is unpaid.

The Moderator clarified that the deputy treasurer is appointed by the treasurer and approved by the School Board.

There were no further amendments or discussion, **Article 3 stands as written.**

Mr. Regan read Article 4.

LB

ARTICLE 4

Shall the Litchfield School District raise and appropriate up to Fifty Thousand dollars (\$50,000.00) to the Capital Reserve Fund for educating educationally disabled children established in 2004 and authorize the use of that amount from the June 30 unreserved fund balance (surplus) available for transfer on July 1 of this year?

Recommended by the School Board

Recommended by the Budget Committee

Mr. Miller spoke to the article. He indicated that the Board is not requesting an increase to next year's budget. We are requesting approval to add up to \$50,000 from any funds not spent by June 30, 2009 to the existing special education capital reserve fund. These funds may be used to cover any unanticipated educational costs for a special education student that is not included in the approved budget. Out-of-district placements can cost in excess of \$100,000.

John Latsha, 10 McElwain Drive, commented that his research of special education capital reserve funds in other districts indicated that the average is \$10,000 to \$25,000 and that \$50,000 is excessive.

Mr. Miller responded that actual out-of-district placements of special education students can exceed \$100,000. This is not a slush fund and would require a vote of the Board to expend the money.

There were no further amendments or discussion, **Article 4 stands as written.**

Mr. Regan read Article 5.

ARTICLE 5

Shall the School District vote to require that all votes by the Budget Committee and the School Board relative to budget items and warrant articles, shall be recorded votes and that a numeric tally of the votes be printed in the School District warrant next to the affected warrant article in accordance with RSA 32:5, V-a?


Mrs. Couture spoke to the article. She explained that the article would require the District to record the recommendation and vote tally of both the Board and Budget Committee on the warrant. This practice was approved at a previous District meeting. The new law restricts the printing of the vote tallies on the ballot. A new vote is needed to reinstate the ability to print the vote tallies on the ballot and warrant. The Board believes it is beneficial for voters to see the recommendations and tallies and is recommending this article.

There were no discussion or amendments, **Article 5 stands as written.**

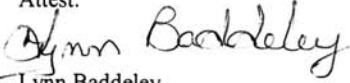
The Moderator thanked all who attended and accepted a motion to adjourn at 3:50 p.m. The motion was seconded. The motion passed unanimously by voice vote.

LP

Prepared by:
Michele E. Flynn
Secretary to the Litchfield School Board



A true record of the
Litchfield School District Deliberative Session
Attest:



Lynn Baddeley
School District Clerk

Submitted: February 4, 2009

LB

LITCHFIELD SCHOOL DISTRICT
ANNUAL FINANCIAL REPORT
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2008

LITCHFIELD SCHOOL DISTRICT
ANNUAL FINANCIAL REPORT
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2008

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LITCHFIELD SCHOOL DISTRICT
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INDEPENDENT AUDITOR'S REPORT

To the Members of the School Board
Litchfield School District
Litchfield, New Hampshire

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Litchfield School District as of and for the year ended June 30, 2008, which collectively comprise the Litchfield School District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the School District's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Litchfield School District as of June 30, 2008, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued a report dated February 5, 2009 on our consideration of the School District's internal control over financial reporting and our tests of compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The management's discussion and analysis and budgetary comparison information are not a required part of the basic financial statements, but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Litchfield School District's basic financial statements. The combining and individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the basic financial statements of the Litchfield School District. The combining and individual fund financial schedules and the schedule of expenditures of federal awards have been subjected to the auditing procedures applied in the audit of the basic financial statements, and in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Shirley A. Colby, CPA

February 5, 2009

PLODZIK & SANDERSON
Professional Association

LITCHFIELD SCHOOL DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A) OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2008

The Superintendent of Schools and Business Administrator of New Hampshire School Administrative Unit (SAU) #27, as management of the Litchfield School District (the District), offer readers of the District's annual financial statements this narrative discussion and analysis of the financial activities of the District for the fiscal year which ended June 30, 2008. The District has prepared this discussion and analysis to encourage readers to consider the information presented here in conjunction with additional information found within the body of the annual financial statements.

FINANCIAL HIGHLIGHTS

- The District's total net assets for the year ending June 30, 2008, were \$7,836,609. Net assets increased by \$24,087 between July 1, 2007 total and June 30, 2008. The District's total net assets consisted of \$7,231,704 in capital assets net of debt and an unrestricted net asset balance of \$604,905.
- The District's long-term bonds for Campbell High School as of June 30, 2008 total \$5,285,000. These liabilities are reflected as a reduction in net assets.
- The District did not initiate any new construction projects nor issue any bonds in fiscal year 2008.
- During the year, the District's General Fund budgetary expenditures of \$17,750,185 were \$378,054 less than the final adjusted budget, and the General Fund budgetary revenues of \$17,135,653 were \$88,582 higher than the final adjusted budget. Revenues consist of: charges for services; operating grants and contributions; and general revenues (which consist of local and state property tax assessments, state and federal grants, and contributions not restricted to purpose).
- At the end of the current fiscal year, the unreserved, undesignated fund balance for the General Fund was \$467,536, or 2.63% of total General Fund expenditures. Major contributing factors to this fund balance were: \$88,582 in excess revenues which must be returned to the year-end fund balance and a \$303,632 under spend in Special Education out-of-district tuition, transportation and student support services. These anticipated expenses which were budgeted for specific students were not required.
- The School District accepted impact fees in the amount of \$55,965 from the Town of Litchfield which were used to offset architectural and engineering costs relative to the consideration of a new elementary school building.

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2008

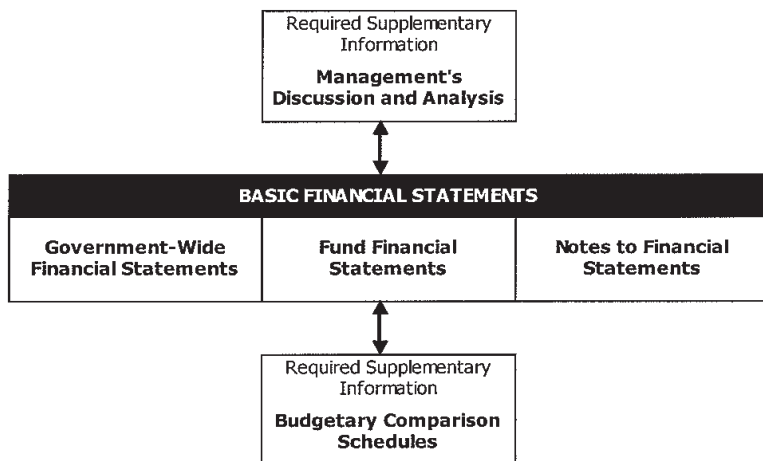
OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as an introduction to the District's annual financial report, which consists of basic financial statements, notes to the financial statements, and related financial information. Our annual financial report consists of five elements: 1) government-wide financial statements, 2) fund financial statements, 3) notes to the financial statements, 4) required supplementary information, and 5) this discussion and analysis. This report also contains other supplementary information in addition to the basic financial statements themselves.

The basic financial statements include two kinds of statements that present different views of the District based upon measurement focus and basis of accounting.

- The first two statements are government-wide financial statements that provide both long-term and short-term information about the District's overall financial status.
- The remaining statements are fund financial statements that focus on individual parts of the District, reporting the District's operations in more detail than the government-wide statements. The governmental funds statements tell how the District's services were financed in the short term as well as what remains for future spending. Fiduciary fund statements provide information about the financial relationships in which the District acts solely as a trustee or agent for the benefit of others, to whom the resources belong.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the information in the financial statements. The following exhibit shows how the required parts of this annual report are arranged and related to one another.



MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2008

The following exhibit summarizes the major features of the District's financial statements, including the portion of the District government they cover and the types of information they contain.

	Government-Wide	Fund Statements	
		Governmental	Fiduciary
SCOPE	Entire District government (except fiduciary funds)	All activities of the District that are not proprietary or fiduciary	Instances in which the District is the trustee or agent for someone else's resources
REQUIRED FINANCIAL STATEMENTS	Statement of Net Assets	Balance Sheet	Statement of Fiduciary Assets
	Statement of Activities	Statement of Revenues, Expenditures and Changes in Fund Balances	Statement of Changes in Fiduciary Net Assets (not required for agency funds)
ACCOUNTING BASIS	Accrual	Modified Accrual	Accrual
MEASUREMENT FOCUS	Economic Resources	Current Financial Resources	Economic Resources
TYPE OF INFORMATION ASSETS AND LIABILITIES	All assets and liabilities, both financial and capital, short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter, no capital assets included	All assets and liabilities, both short-term and long-term
TYPE OF INFORMATION REVENUES, EXPENSES, AND EXPENDITURES	All revenues and expenses during the year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year, expenditures when goods or services have been received and payment is due during the year or soon thereafter	

The remainder of this overview section of management's discussion and analysis explains the structure and contents of each of the statements.

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2008

Government-wide Financial Statements

The Government-wide Financial Statements show functions of the District that are principally supported by property taxes and intergovernmental revenues as "Governmental Activities." These functions are accounted for in the General Fund, Food Service Fund, Grants Fund, and the Expendable Trust Fund. Intergovernmental revenues include local, state and federal monies. The governmental activities of the District include instruction, support services, operation and maintenance of plant, student transportation and operation of non-instructional services. Taxes and intergovernmental revenues also support fixed assets and related debt.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund definitions are part of a state mandated uniform accounting system and chart of accounts for all New Hampshire School Districts. The District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

All of the funds of the District can be divided into two categories: governmental funds and fiduciary funds. General Fund, Food Service Fund, Grants Fund and the Expendable Trust Fund are consolidated as Governmental Funds. Both the General Fund and Grants Fund expenditures are compared to budget in the Budgetary Comparison Schedules. Non-major funds include Food Service and the Expendable Trust Funds. All Food Service revenues are expended on program operations and the Grants Fund revenues are spent mainly on instruction. Fiduciary Funds are agency funds established to account for monies belonging to student groups, and are shown on a separate schedule.

Notes To The Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net assets may serve, over time, as a useful indicator of a government's financial position. The largest portion of the District's net assets reflects its investment in capital assets (e.g., land, buildings and improvements, and machinery and equipment); less any related debt used to acquire those assets that is still outstanding. The District uses these capital assets to provide services to its students; consequently, these assets are not available for future spending. Although the District's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The District's financial position is the product of several financial transactions including the net results of activities, the acquisition and payment of debt, the acquisition and disposal of capital assets, and the depreciation of capital assets. Summaries of the capital assets, depreciation and long-term debt obligations can be found in the Notes to Financial Statements. Depreciation is included by accounting convention thus the depreciated value of a District asset, as reflected in these reports, does not reflect an asset's useful, market or replacement value.

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2008

Net Assets for the period ending June 30, 2008

Total net assets at year end were \$7,836,609, an increase of \$24,087 or 0.31% over the prior year.

Net Assets	2008	2007	% Variance
Current Assets	1,801,431	2,066,713	-12.84%
Non-current Assets	12,516,704	12,923,427	-3.15%
Total Assets	14,318,135	14,990,140	-4.48%
Current Liabilities	615,546	642,870	-4.25%
Non-current Liabilities	5,865,980	6,534,748	-10.23%
Total Liabilities	6,481,526	7,177,618	-9.70%
Investment in capital assets (net of debt)			
Restricted net assets	7,231,704	6,838,427	5.75%
Unrestricted net assets	604,905	974,095	-37.90%
Total Net Assets	7,836,609	7,812,522	0.31%

Change in Net Assets

The District's total revenues were \$18,369,693; total expenses were \$18,345,606; resulting in an increase of \$24,087 in net assets. This year, 93.2% of the District's revenues came from the local tax assessment and the State of New Hampshire, an increase of 0.1% from last year. The State of New Hampshire's sources include the locally raised state property tax, federal aid received through the state, and the various state aid programs.

The District's expenditures continue to be largely for instruction and support services (94.6%). Depreciation expense of \$474,324 was 2.6% of total expenses.

The following Statement of Activities provides a more detailed breakdown of revenues and expenses.

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2008

Statement of Activities	2008	% of Total	2007	% of Total	% Variance
Revenues:					
Program revenues:					
Charges for services	574,599	3.1%	505,275	2.8%	13.72%
Operating grants	949,082	5.2%	904,845	5.1%	4.89%
Capital grants	340,666	1.9%	260,954	1.5%	30.55%
General revenues:					
School district assessment	8,534,730	46.5%	9,626,708	53.8%	-11.34%
Unrestricted grants	7,890,489	43.0%	6,478,184	36.2%	21.80%
Miscellaneous	80,127	0.4%	119,909	0.7%	-33.18%
Total revenues	\$18,369,693	100%	\$17,895,875	100%	2.65%
Program Expenses:					
Instruction	10,773,118	58.7%	9,966,180	59.2%	8.10%
Support services:					
Student	1,182,598	6.4%	1,078,789	6.4%	9.62%
Instructional staff	495,613	2.7%	458,021	2.7%	8.21%
General administration	109,877	0.6%	62,413	0.4%	76.05%
Executive administration	443,666	2.4%	422,583	2.5%	4.99%
School administration	1,074,501	5.9%	970,289	5.8%	10.74%
Business	389,956	2.1%	296,554	1.8%	31.50%
Operation and maintenance of plant	1,815,897	9.9%	1,707,593	10.1%	6.34%
Student transportation	616,975	3.4%	585,222	3.5%	5.43%
Other	438,593	2.4%	373,187	2.2%	17.53%
Non-instructional services	559,751	3.1%	528,560	3.1%	5.90%
Facilities acquisition and construction	298,795	1.6%	38,809	0.2%	669.91%
Interest on long-term debt	146,266	0.8%	345,432	2.1%	-57.66%
Total governmental activities	\$18,345,606	100%	\$16,833,632	100%	8.98%
Change in net assets	\$24,087		\$1,062,243		-97.73%
Beginning net assets (as restated)	\$7,812,522		\$6,750,279		15.74%
Ending net assets	\$7,836,609		\$7,812,522		0.31%

Revenues

School district assessment was 46.5% of total revenues for the fiscal year ended June 30, 2008, a decrease of 7.3% from the prior year. This large decrease was due to the large 2007 fund balance used to reduce the 2008 tax rate.

State of New Hampshire source intergovernmental revenues were 46.3% of total revenues for the fiscal year ended June 30, 2008, an increase of 10.1% from the prior year. This significant increase in state aid as a percentage of total revenues was not related to a significant increase in monies received by the District. The percentage increase is due to a higher year-end credit from the 2007 year-end fund balance that was used to lower the amount of 2008 total revenues needed thus increasing the state's revenues as a percentage of the total.

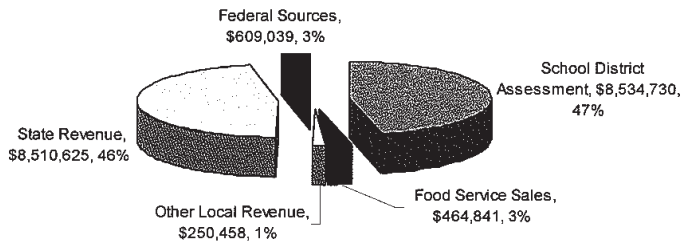
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2008

Operating grants and contributions were 5.2% of total revenues for the fiscal year ended June 30, 2008, an increase of 0.1% from the prior year.

Summary of Revenues

The biggest share, \$17,045,355 (92.8%), of revenue was derived from local appropriations and intergovernmental sources (State of NH). The state property tax is included as part of intergovernmental revenue even though it is raised locally. This revenue statement includes all revenues from local, state and federal sources.

School District Total Revenues 2007 - 2008



Expenses

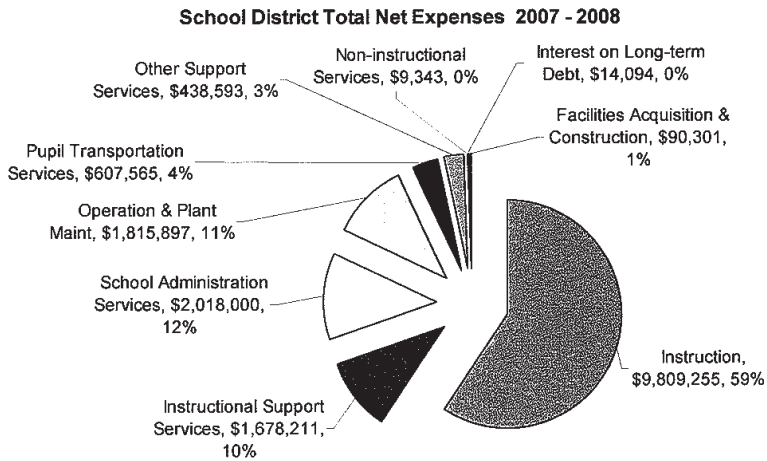
Expenses are reported on an accrual accounting basis. Amounts over or under the prior year expense amounts for the District in area's easily compared are as follows:

- Instruction expenses were 58.7% of total expenses for the fiscal year ended June 30, 2008, a decrease of 0.5% from the prior year.
- Total Support service expenses were 39.8% of total expenses for the fiscal year ended June 30, 2008, an increase of 4.4% from the prior year.

Summary of Net Expenses

The Litchfield School District used its budgetary resources as depicted in the chart below. 69% of all expenses were on instruction and instructional support. Most federal revenue was again expended on special needs instruction and support, teacher professional development, and instructional equipment. This expense statement includes expenses paid from local, state and federal appropriations. For purposes of this accrual reporting, the State Building Aid revenues of \$284,701 were applied as an offset to the interest on long-term debt.

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2008



Highlighted changes in total net expenses include:

- An increase in Instruction spending of \$692,196 or 7.6% over the prior year
- An increase in Operation & Plant Maintenance spending of \$109,223 or 6.4% over the prior year
- An increase in School Administration of \$104,212 or 10.7% over the prior year
- An increase in Student Support Services of \$103,809 or 9.6% over the prior year
- An increase in Business Support Services of \$93,402 or 31.5% over the prior year. This large percentage increase was primarily due to the implementation of a new finance and HR software system and costs associated with implementing new IRS regulations and NH laws.
- An increase in Facilities Acquisition and Construction of \$51,492 or 132.7% over the prior year. This large percentage increase was due to work done at both Griffin Memorial School and Campbell High School.
- An increase in Instructional Staff Support Services of \$37,592 or 8.2% over the prior year
- An increase in Student Transportation of \$30,998 or 5.4% over the prior year

Governmental Activities

The following exhibit presents the net cost of the District's largest functions based upon the total expense, less charges for services and operating grants and contributions, of each function. The net cost reflects the amount that was funded by general revenues (principally the school district assessment which is derived by local and statewide property taxes and general state aid).

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2008

TOTAL AND NET COST OF SERVICES

Functions / Programs	Total Cost of Services				Variance
	2008		2007		
Instruction	10,773,118	59%	9,966,180	59%	806,938
Support services	6,567,676	36%	5,954,651	35%	613,025
Food service program	559,751	3%	528,560	3%	31,191
Facilities acquisition	146,266	1%	38,809	0%	107,457
Unallocated					
Interest	298,795	2%	345,432	2%	(46,637)
	<u>\$ 18,345,606</u>	<u>100%</u>	<u>\$ 16,833,632</u>	<u>100%</u>	<u>1,511,974</u>

Functions / Programs	Net Cost of Services				Variance
	2008		2007		
Instruction	\$ 9,809,255	60%	\$ 9,117,059	60%	692,196
Support services	6,558,266	40%	5,945,087	39%	613,179
Food service program	9,343	0%	(22,875)	0%	32,218
Facilities acquisition	90,301	1%	38,809	0%	51,492
Unallocated					
Interest	14,094	0%	84,478	1%	(70,384)
	<u>\$ 16,481,259</u>	<u>100%</u>	<u>\$ 15,162,558</u>	<u>100%</u>	<u>\$1,318,701</u>

The total cost of all governmental activities this year was \$18,345,606; the total net cost was \$16,481,259. The primary financing for these activities of the District was as follows:

Property taxes

- The amount that was paid by taxpayers through property taxes was \$10,364,909; which consisted of \$8,534,730 paid in the form of local property taxes and \$1,830,179 paid in the form of property taxes under the State of New Hampshire state-wide education tax system raised locally for the annual school district assessment.
- An additional amount of \$6,060,310 was received from the State of New Hampshire under the "adequacy grant" provisions of the State's educational funding system, which in addition to other State funding sources includes statewide property taxes collected from other local governments.

Charges for Services

- Tuition and self-funded program revenues were received in the amount of \$100,348.
- Total food service revenues of \$550,408 consisted of food service sales and local miscellaneous revenues in the amount of \$464,841 and federal and state food nutrition program operating contributions (free and reduced lunch reimbursements and commodities) of \$85,567.

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2008

Operating Grants and Contributions

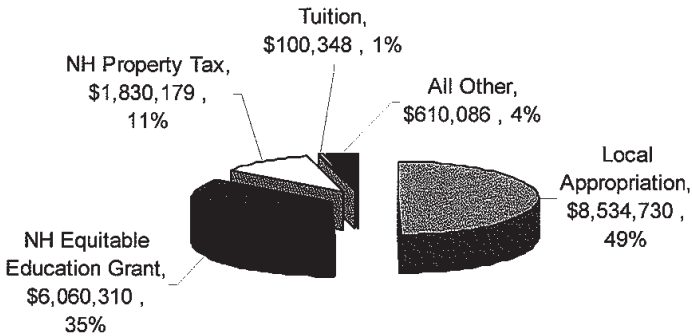
- Federal grants for instruction were received in the amount of \$448,909 with local grants of \$4,608.

INDIVIDUAL FUND ANALYSIS

General Fund

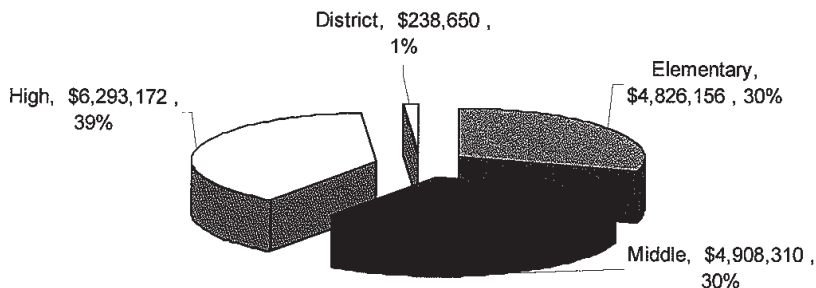
The General Fund is what most people think of as "the budget" since it is the focal point of the Annual Deliberative Session and largely supported by locally raised taxes. The local appropriation and the state property tax are raised locally and make up 60.5% of general fund revenues. Together, the revenues raised locally and the state adequacy grant comprise over 95.9% of the District's General Fund Budgetary Revenues. Also depicted below are expenditures and percentages by grade level and district wide excluding debt service and interfund transfers.

General Fund Budgetary Revenues 2007 - 2008



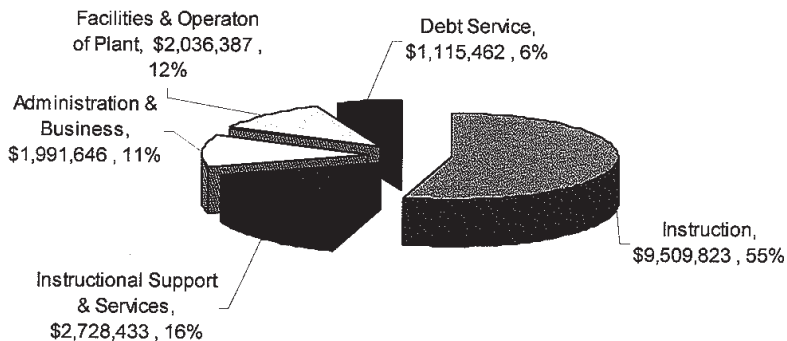
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2008

**General Fund Budgetary Expenditures by Grade Level
2007 - 2008**



Instruction makes up 55% of all general fund expenditures, a decrease of 1% over the prior year, while Instructional Support and Services, including transportation, operation of plant, and administration make up 39% of all General Fund expenditures, an increase of 2% over the prior year. The remaining 6% includes debt service – principal and interest, a decrease of 1% from the prior year. The following charts provide a more detailed depiction of the makeup and proportions of the expenditures in these broad categories.

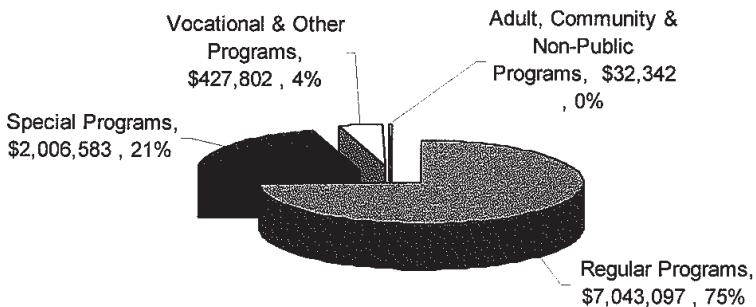
**General Fund Budgetary Expenditures by Functions
2007 - 2008**



MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2008

This chart examines how the direct instructional expenditures are allocated to the various programs.

**General Fund Budgetary Expenditures for Instruction
2007 - 2008**



SUMMARY OF FEDERAL SUPPORT OF THE DISTRICT

During fiscal year 2008, Litchfield School District applied for and received the following significant federal grants:

- Individuals with Disabilities Education Improvement Act (IDEA) revenues for the current period were \$252,351. This grant funded special needs services and supplies for students throughout the District.
- Title I, Student Achievement and School Accountability Programs was awarded for the current period in the amount of \$110,597. This grant funded the services of an after school program for high school at-risk students, a math tutor for middle school students, and professional development in the areas of reading and math.
- Title IIA, Professional Development and Highly Qualified Teachers Program was awarded for the current period in the amount of \$70,595. This grant funded teacher professional development and an adult education coordinator.
- Title IV, Safe and Drug Free Schools was awarded for the current period in the amount of \$6,889. This grant funded staff training and supplies and safe school student activities.
- Title V, Innovative Programs, was awarded for the current period in the amount of \$2,784. This grant was used to fund two English teachers for the after school program for at-risk students.
- A Preschool Grant was awarded for the current period in the amount of \$5,693. The grant was used to provide supplies to support special needs students.

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2008

CAPITAL RESERVE FUND

Expendable capital reserve funds (established by voters at an annual school district meeting as trust funds in accordance with statutory requirements) are classified as special revenue funds for the basic financial statements. The District's Special Education capital reserve fund and the School Capital Improvement capital reserve fund balances increased \$814.92 during the year from \$103,388.32 at June 30, 2007, to \$104,203.24 at June 30, 2008. In accordance with statutory requirements, they are held in custody by the Trustees of Trust Funds of the Town of Litchfield and are only released for the restricted specific purposes of the individual funds.

COMMENTS ON GENERAL FUND BUDGET COMPARISONS

- The beginning General Fund equity was \$1,313,917. General Fund revenues, consisting largely of local taxes and state aid, were \$17,364,952. General Fund expenditures, including fund transfers, were \$17,611,050. The ending fund equity for the District was \$1,067,819, of which \$467,536 is an unreserved fund balance, a reduction of \$614,532 from the prior year's unreserved fund balance. The unreserved fund balance is used to lower the amount of money raised by property taxes.
- General Fund actual revenues were greater than the final adjusted budgeted revenues by \$88,582.
- During the year, the School Board increased its General Fund authorized spending \$55,965 above the appropriated budget as a result of RSA 198:20(b) hearings to accept unanticipated Town of Litchfield impact fee funds made available during the year.
- General Fund expenditures were less than the revised authorized spending by \$378,054. These variances are absorbed in the General Fund ending balance. Two significant contributors to the \$378,054 under spend in the general fund budget were:
 - Special Education out-of-district tuition, transportation and student support services were under spent by \$303,632. Services that were budgeted for specific students were not required.
 - Self-funded programs, which do not impact the local property tax rate, were under spent by \$54,344.

We are constantly making changes to our budget planning processes to improve the accuracy of our budget assessments and reduce the size and frequency of future budget variances. Since it is not possible to know in advance all of the circumstances that might create budget variances, we will continue to estimate future costs based on our experience, judgment, and actual expenditure data.

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2008

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

On June 30, 2008, the District reported capital assets of \$12,516,704 (net of accumulated depreciation), which consist of a broad range of capital assets, including land, buildings & improvements, and machinery and equipment.

There were no additions of land assets during the year. Capital asset additions in 2008 included building improvements to the Campbell High School chimney and equipment purchases of a used pickup truck and replacement lawn mower. The District also annually invests in new furnishings, computers and peripherals, printed media and other equipment, as needed.

Governmental Activities	2008	2007	% Variance
Land & Improvements	460,792	460,792	0.00%
Buildings & Improvements	17,816,145	17,776,578	0.22%
Vehicles	14,000	-	100.00%
Furniture & Equipment	105,942	94,775	11.78%
Work In Progress			
Totals at Historical Cost	18,396,879	18,332,145	0.35%
Total Accumulated Depreciation	5,880,175	5,408,718	8.72%
NET CAPITAL ASSETS	12,516,704	12,923,427	-3.15%

Long-Term Liabilities

On June 30, 2008, the District had \$5,285,000 of outstanding long-term debt, and \$580,980 in compensated absences payable long term liabilities.

FUTURE BUDGETARY IMPLICATIONS

In New Hampshire, the public school fiscal year is July 1 to June 30; other programs, i.e., some federal budgets, operate on a different fiscal calendar, but are reflected in the District overall budget as they impact on the District.

The beginning General Fund unreserved equity for the 2008-2009 fiscal year is \$467,536.

The significant activities or events which will have an impact on future district finances include:

1. The Litchfield School Board and the Litchfield Educational Association (teachers) have ratified a new three-year contract effective with the 2009-2010 school year. An article will be placed on the 2009 School District Ballot for voter approval, and
2. The New Hampshire Department of Education has mandated public kindergarten. The District will be implementing public kindergarten in the 2009-2010 school year. State funding of the leasing of portable classrooms to house the District's kindergarten program will expire after three years, and
3. The District continues to study our elementary school building needs. The Board is not placing any bond articles on the 2009 School District Ballot, and

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
OF THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2008

4. The State of New Hampshire continues to discuss proposed changes to education funding. The amount of available State revenues to fund its adequate education is yet to be determined.

Questions regarding this report should be directed to Elaine Cutler, Ed. D., Superintendent of Schools, or to Mr. Stephen F. Martin, Business Administrator, at (603-578-3570), or by mail at:

Litchfield School District
SAU #27
1 Highlander Court
Litchfield, NH 03052

BASIC FINANCIAL STATEMENTS

EXHIBIT A
LITCHFIELD SCHOOL DISTRICT
Statement of Net Assets
June 30, 2008

	Governmental Activities
ASSETS	
Cash and cash equivalents	\$ 1,489,888
Intergovernmental receivable	286,608
Other receivables	24,935
Capital assets, not being depreciated:	
Land	460,792
Capital assets, net of accumulated depreciation:	
Buildings and building improvements	11,979,188
Machinery and equipment	76,724
Total assets	<u>14,318,135</u>
LIABILITIES	
Accounts payable	474,674
Accrued interest payable	114,776
Unearned revenue	26,096
Noncurrent obligations:	
Due within one year:	
Bond	800,000
Due in more than one year:	
Bond	4,485,000
Compensated absences	580,980
Total liabilities	<u>6,481,526</u>
NET ASSETS	
Invested in capital assets, net of related debt	7,231,704
Unrestricted	604,905
Total net assets	<u>\$ 7,836,609</u>

The notes to the basic financial statements are an integral part of this statement.

EXHIBIT B
LITCHFIELD SCHOOL DISTRICT
Statement of Activities
For the Fiscal Year Ended June 30, 2008

	Expenses	Program Revenues			Net (Expense) Revenue and Change In Net Assets
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental activities:					
Instruction	\$ 10,773,118	\$ 100,348	\$ 863,515	\$ -	\$ (9,809,255)
Support services:					
Student	1,182,598	-	-	-	(1,182,598)
Instructional staff	495,613	-	-	-	(495,613)
General administration	109,877	-	-	-	(109,877)
Executive administration	443,666	-	-	-	(443,666)
School administration	1,074,501	-	-	-	(1,074,501)
Business	389,956	-	-	-	(389,956)
Operation and maintenance of plant	1,815,897	-	-	-	(1,815,897)
Student transportation	616,975	9,410	-	-	(607,565)
Other	438,593	-	-	-	(438,593)
Non-instructional services	559,751	464,841	85,567	-	(9,343)
Interest on long-term debt	298,795	-	-	284,701	(14,094)
Facilities acquisition and construction	146,266	-	-	55,965	(90,301)
Total governmental activities	<u>\$ 18,345,606</u>	<u>\$ 574,599</u>	<u>\$ 949,082</u>	<u>\$ 340,666</u>	<u>(16,481,259)</u>
General revenues:					
School district assessment					8,534,730
Grants and contributions not restricted to specific programs					7,890,489
Miscellaneous					80,127
Total general revenues					<u>16,505,346</u>
Change in net assets					24,087
Net assets, beginning					7,812,522
Net assets, ending					<u>\$ 7,836,609</u>

The notes to the basic financial statements are an integral part of this statement.

EXHIBIT C-1
LITCHFIELD SCHOOL DISTRICT
Balance Sheet
Governmental Funds
June 30, 2008

	General	Grants	Other Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 1,362,641	\$ -	\$ 127,247	\$ 1,489,888
Receivables:				
Accounts	23,255	-	1,680	24,935
Intergovernmental	513	176,586	109,509	286,608
Interfund receivable	155,650	-	1,954	157,604
Total assets	<u>\$ 1,542,059</u>	<u>\$ 176,586</u>	<u>\$ 240,390</u>	<u>\$ 1,959,035</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 469,256	\$ 5,418	\$ -	\$ 474,674
Interfund payable	1,954	155,650	-	157,604
Deferred revenue	3,030	15,518	7,548	26,096
Total liabilities	<u>474,240</u>	<u>176,586</u>	<u>7,548</u>	<u>658,374</u>
Fund balances:				
Reserved for encumbrances	600,283	-	-	600,283
Unreserved, undesignated, reported in:				
General fund	467,536	-	-	467,536
Special revenue funds	-	-	232,842	232,842
Total fund balances	<u>1,067,819</u>	<u>-</u>	<u>232,842</u>	<u>1,300,661</u>
Total liabilities and fund balances	<u>\$ 1,542,059</u>	<u>\$ 176,586</u>	<u>\$ 240,390</u>	<u>\$ 1,959,035</u>

The notes to the basic financial statements are an integral part of this statement.

EXHIBIT C-2
LITCHFIELD SCHOOL DISTRICT
Reconciliation of Total Governmental Fund Balances to the Statement of Net Assets
June 30, 2008

Total fund balances of governmental funds (Exhibit C-1)		\$ 1,300,661
Amounts reported for governmental activities in the statement of net assets are different because:		
Capital assets used in governmental activities are not financial resources, and therefore, are not reported in the funds.		
Cost	\$ 18,396,879	
Less accumulated depreciation	<u>(5,880,175)</u>	
		12,516,704
Interfund receivables and payables between governmental funds are eliminated on the statement of net assets.		
Receivables	\$ (157,604)	
Payables	<u>157,604</u>	
		-
Interest on long-term debt is not accrued in governmental funds.		
Accrued interest payable		(114,776)
Long-term liabilities are not due and payable in the current period, and therefore, are not reported in the funds.		
Bond	\$ 5,285,000	
Compensated absences	<u>580,980</u>	
		(5,865,980)
Net assets of governmental activities (Exhibit A)		<u><u>\$ 7,836,609</u></u>

The notes to the basic financial statements are an integral part of this statement.

EXHIBIT C-3
LITCHFIELD SCHOOL DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Fiscal Year Ended June 30, 2008

	General	Grants	Other Governmental Funds	Total Governmental Funds
Revenues:				
School district assessment	\$ 8,534,730	\$ -	\$ -	\$ 8,534,730
Other local	245,034	4,608	465,657	715,299
State	8,505,087	-	5,538	8,510,625
Federal	80,101	448,909	80,029	609,039
Total revenues	<u>17,364,952</u>	<u>453,517</u>	<u>551,224</u>	<u>18,369,693</u>
Expenditures:				
Current:				
Instruction	9,739,123	453,517	-	10,192,640
Support services:				
Student	1,180,615	-	-	1,180,615
Instructional staff	495,174	-	-	495,174
General administration	71,784	-	-	71,784
Executive administration	491,398	-	-	491,398
School administration	1,050,409	-	-	1,050,409
Business	378,055	-	-	378,055
Operation and maintenance of plant	1,830,079	-	-	1,830,079
Student transportation	616,975	-	-	616,975
Other	435,668	-	-	435,668
Non-instructional services	-	-	559,751	559,751
Debt service:				
Principal	800,000	-	-	800,000
Interest	315,462	-	-	315,462
Facilities acquisition and construction	206,308	-	-	206,308
Total expenditures	<u>17,611,050</u>	<u>453,517</u>	<u>559,751</u>	<u>18,624,318</u>
Net change in fund balances	(246,098)	-	(8,527)	(254,625)
Fund balances, beginning	<u>1,313,917</u>	<u>-</u>	<u>241,369</u>	<u>1,555,286</u>
Fund balances, ending	<u>\$ 1,067,819</u>	<u>\$ -</u>	<u>\$ 232,842</u>	<u>\$ 1,300,661</u>

The notes to the basic financial statements are an integral part of this statement.

*EXHIBIT C-4
LITCHFIELD SCHOOL DISTRICT
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance of
Governmental Funds to the Statement of Activities
For the Fiscal Year Ended June 30, 2008*

Net change in fund balances of total governmental funds (Exhibit C-3) \$ (254,625)

Amounts reported for governmental activities in the statement of activities
are different because:

Governmental funds report capital outlays as expenditures. In the statement of activities,
the cost of those assets is allocated over their estimated useful lives as depreciation
expense. This is the amount by which depreciation expense exceeded capitalized
capital outlay in the current period.

Capitalized capital outlay	\$ 85,209	
Depreciation expense	<u>(474,324)</u>	
		(389,115)

The net effect of various transactions involving capital assets is to decrease net assets. (17,608)

The repayment of the principal of long-term debt consumes current financial resources
of governmental funds, but has no effect on net assets.

Principal repayment of bond	800,000
-----------------------------	---------

Some expenses reported in the statement of activities do not require the use of current
financial resources, and therefore, are not reported as expenditures in governmental
funds.

Decrease in accrued interest expense	\$ 16,667	
Increase in compensated absences payable	<u>(131,232)</u>	
		<u>(114,565)</u>

Change in net assets of governmental activities (Exhibit B)	<u>\$ 24,087</u>
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The notes to the basic financial statements are an integral part of this statement.

EXHIBIT D
LITCHFIELD SCHOOL DISTRICT
Fiduciary Funds
Statement of Fiduciary Net Assets
June 30, 2008

	<u>Agency</u>
ASSETS	
Cash and cash equivalents	\$ 198,989
LIABILITIES	
Due to student groups	<u>198,989</u>
NET ASSETS	<u><u>\$ -</u></u>

The notes to the basic financial statements are an integral part of this statement.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2008

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LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2008

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Litchfield School District (School District) have been prepared in conformity with U.S. generally accepted accounting principles (GAAP) as applied to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for governmental accounting and financial reporting.

The more significant of the School District's accounting policies are described below.

1-A Reporting Entity

In New Hampshire, each town constitutes a school district except school districts organized under special acts of legislature. The Litchfield School District serves the community of Litchfield, New Hampshire and provides public education services for students in kindergarten through grade 12.

The School District is a municipal corporation governed by a 5-member board elected by the voters of the School District. The reporting entity is comprised of the primary government and any other organizations that are included to ensure that the financial statements are not misleading.

Component units are legally separate organizations for which the School District is financially accountable. The School District is financially accountable for an organization if the School District appoints a voting majority of the organization's governing board and (1) the School District is able to significantly influence the programs or services performed or provided by the organization; or (2) the School District is legally entitled to or can otherwise access the organization's resources; the School District is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the School District is obligated for the debt of the organization. Based on the foregoing criteria, no other organizations are included in the School District's financial reporting entity.

1-B Basis of Presentation

The School District's basic financial statements consist of government-wide statements, including a statement of net assets and a statement of activities; and fund financial statements, which provide a more detailed level of financial information.

Government-wide Financial Statements - The government-wide financial statements include the statement of net assets and the statement of activities. These statements report financial information for the School District as a whole. Fiduciary activities are not included at the government-wide reporting level. Individual funds are not displayed at this reporting level as all individual governmental funds are consolidated.

The statement of net assets presents the financial position of the governmental activities of the School District at year-end. This statement includes all of the School District's assets, liabilities and net assets.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the School District's governmental activities. Direct expenses are those that are specifically associated with the function, and therefore, clearly identifiable to that particular function. The School District does not allocate indirect expenses to functions in the statement of activities.

The statement of activities reports the expenses of a given function offset by program revenues directly related to the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with the distinct functional activity. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the School District. Program revenues include: (1) charges for services, which include tuition, fees, and other charges to users of the School District's services; (2) operating grants and contributions which finance annual operating activities including restricted investment income; and (3) capital grants and contributions which finance the acquisition, construction, or rehabilitation of capital assets. These revenues are subject to externally imposed restrictions to the program uses.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2008

For identifying to which function program revenue pertains, the determining factor for *charges for services* is which function generates the revenue. For *grants and contributions*, the determining factor is to which functions the revenues are *restricted*. The school district assessment from the town, unrestricted state aid and other revenue sources not properly included among program revenues are reported as general revenues of the School District.

Fund Financial Statements - During the year, the School District segregates transactions related to certain School District functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. A fund is a fiscal and accounting entity with a self-balancing set of accounts. Fund financial statements are designed to present financial information of the School District at this more detailed level. Fund financial statements are provided for governmental and fiduciary funds, although the latter are excluded from the government-wide financial statements.

Major individual governmental funds are reported as separate columns in the fund financial statements with composite columns for nonmajor funds. Fiduciary funds are reported by type.

Fund Accounting - The School District uses funds to maintain its financial records during the year. The School District uses two categories of funds: governmental and fiduciary.

Governmental Funds - Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Fund liabilities are assigned to the fund from which they will be liquidated. The School District reports the difference between governmental fund assets and liabilities as fund balance. The following are the School District's major governmental funds:

General Fund - The general fund is the primary operating fund of the School District. All general tax revenues and other receipts that are not allocated by law or contractual agreement to another fund are accounted for in this fund. This fund accounts for general operating expenditures, fixed charges, and the capital improvement costs that are not reported in other funds.

Grants Fund - This fund accounts for the School District's federal and local grant programs.

The School District also reports two nonmajor governmental funds.

Fiduciary Funds - Fiduciary fund reporting focuses on net assets. The School District's fiduciary funds consist of agency funds. The agency funds are custodial in nature (assets equal liabilities), and do not involve measurement of results of operations.

I-C Measurement Focus

Government-wide Financial Statements - The government-wide financial statements are reported using the economic resources measurement focus. All assets and all liabilities associated with the operation of the School District are included on the statement of net assets. The statement of activities reports revenues, expenses and changes in net assets.

Governmental Fund Financial Statements - All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures and changes in fund balances reports the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. The governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the governmental fund statements.

Fiduciary Fund Financial Statements - The student activities funds are accounted for using the economic resources measurement focus.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2008

1-D Basis of Accounting

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. At the fund reporting level, governmental funds use the modified accrual basis of accounting, and fiduciary funds use the accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue, the recording of some deferred revenue, and in the presentation of expenses versus expenditures.

Revenues - Exchange Transactions - Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On the modified accrual basis, revenue is recorded when the exchange takes place and in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year, generally within sixty days of year-end.

Revenues - Nonexchange Transactions - Nonexchange transactions, in which the School District receives value without directly giving equal value in return, include grants and donations. Revenue from grants and donations is recognized in the fiscal year in which all grantor imposed eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted; matching requirements, in which the School District must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the School District on a reimbursement basis. On a modified accrual basis, revenue from nonexchange transactions also must be available before it can be recognized, generally within sixty days of year-end.

Under the modified accrual basis, the following revenue sources are considered to be susceptible to accrual: the school district assessment from the town, tuition, interest, and federal and state grants.

Although the School District does not levy property taxes, the town levies property taxes on behalf of the School District (school district assessment).

Deferred Revenue - Deferred revenue arises when assets are recognized before revenue recognition criteria have been satisfied. Grants and entitlements received before the eligibility requirements are met (e.g., cash advances) are recorded as deferred revenue. On the government-wide statement of net assets, such deferred revenue is classified as unearned revenue.

Expenses/Expenditures - On the accrual basis of accounting, expenses are recognized at the time they are incurred. On the modified accrual basis, expenditures generally are recognized in the accounting period in which the related fund liability is incurred and due, if measurable.

1-E Assets, Liabilities and Net Assets or Fund Equity

1-E-1 Cash and Cash Equivalents

Cash and cash equivalents include amounts in demand deposits as well as short-term investments with a maturity date within three months of the date acquired by the School District.

New Hampshire statutes require that the School District treasurer have custody of all moneys belonging to the School District and pay out the same only upon orders of the School Board. The treasurer shall deposit all such moneys in participation units in the public deposit investment pool established pursuant to N.H. RSA 383:22 or in solvent banks in the state. Funds may be deposited in banks outside the state if such banks pledge and deliver to a third party custodial bank or the Federal Reserve Bank, collateral security for such deposits, United States government or government agency obligations or obligations of the State of New Hampshire in value at least equal to the amount of the deposit in each case.

1-E-2 Interfund Balances

On the fund financial statements, receivables and payables resulting from short-term interfund loans are classified as "interfund receivables/payables." These amounts are eliminated in the statement of net assets.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2008

1-E-3 Capital Assets

General capital assets are those assets of a capital nature which the School District owns. These assets generally result from expenditures in governmental funds. The School District reports these assets in the government-wide statement of net assets and does not report them in the governmental fund financial statements.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair market values as of the date received. The School District maintains a capitalization threshold of \$10,000 and more than five years of estimated useful life. Improvements to capital assets are capitalized; the costs of normal maintenance and repairs that do not add to the value of an asset or materially extend the asset's life are expensed.

All reported capital assets are depreciated over their estimated useful lives. Depreciation is computed using the straight-line method over the following useful lives:

	<u>Years</u>
Buildings and building improvements	20 - 30
Machinery and equipment	5 - 15

1-E-4 Compensated Absences

Compensated leave benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered, and it is probable that the School District will compensate the employees for the benefits through paid time off or some other means. All compensated absence liabilities include salary-related payments, where applicable.

The total compensated absence liability is reported on the government-wide financial statements. Governmental funds report the compensated absence liability at the fund reporting level only "when due."

1-E-5 Accrued Liabilities and Long-Term Obligations

All payables, accrued liabilities and long-term obligations are reported in the government-wide financial statements.

In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources, are reported as obligations of these funds. However, claims and judgments, and compensated absences that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they are "due for payment" during the current year.

1-E-6 Equity

Fund equity at the governmental fund financial reporting level is classified as "fund balance." Equity for all other reporting is classified as "net assets."

Fund Balance - Generally, fund balance represents the difference between the current assets and current liabilities. The School District reserves those portions of fund balance that are legally segregated for a specific future use or which do not represent available, spendable resources, and therefore, are not available for appropriation or expenditure. Unreserved fund balance indicates that portion of fund balance that is available for appropriation in future periods.

Net Assets - Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt, consist of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. All other net assets are reported as unrestricted.

1-E-7 Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles, requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2008

NOTE 2 - DETAILED NOTES ON ALL FUNDS AND GOVERNMENT-WIDE STATEMENTS

2-A Custodial Credit Risk for Deposits

Custodial credit risk is the risk that in the event of a bank failure, a government's deposits may not be returned to it. The School District does not have a deposit policy for custodial credit risk. As of June 30, 2008, \$57,808 of the Litchfield School District's bank balances of \$1,979,208 was exposed to custodial credit risk as uninsured and uncollateralized.

2-B Receivables

Receivables at June 30, 2008, consisted of accounts (tuition, reimbursements and sales) and intergovernmental amounts arising from grants and the trust funds being in the custody of the Town of Litchfield trustees of trust funds.

Receivables are recorded on the School District's financial statements to the extent that the amounts are determined to be material and substantiated not only by supporting documentation, but also by a reasonable, systematic method of determining their existence, completeness, valuation, and collectibility.

2-C Capital Assets

Capital asset activity for the year ended June 30, 2008 was as follows:

	Balance, beginning	Changes	Balance, ending
At cost:			
Not being depreciated:			
Land	\$ 460,792	\$ -	\$ 460,792
Being depreciated:			
Buildings and building improvements	17,776,578	39,567	17,816,145
Machinery and equipment	94,775	25,167	119,942
Total capital assets being depreciated	17,871,353	64,734	17,936,087
Total all capital assets	18,332,145	64,734	18,396,879
Less accumulated depreciation:			
Buildings and building improvements	(5,378,992)	(457,965)	(5,836,957)
Machinery and equipment	(29,726)	(13,492)	(43,218)
Total accumulated depreciation	(5,408,718)	(471,457)	(5,880,175)
Net book value, capital assets being depreciated	12,462,635	(406,723)	12,055,912
Net book value, all capital assets	\$ 12,923,427	\$ (406,723)	\$ 12,516,704

Depreciation expense was charged to functions of the School District as follows:

Instruction	\$ 470,520
Support services:	
Executive administration	774
Operation and maintenance of plant	3,030
Total	<u>\$ 474,324</u>

2-D Interfund Balances

Interfund balances at June 30, 2008 consist of an overdraft in the pooled cash and charges for catering services not yet paid as follow:

Receivable fund	Payable fund	Amount
General	Grants	\$ 155,650
Nonmajor	General	1,954
Total		<u>\$ 157,604</u>

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2008

2-E Long-Term Liabilities

Changes in the School District's long-term obligations consisted of the following for the year ended June 30, 2008:

	General Obligation Bond Payable	Compensated Absences Payable	Total
Balance, beginning	\$ 6,085,000	\$ 449,748	\$ 6,534,748
Additions	-	131,232	131,232
Reductions	(800,000)	-	(800,000)
Balance, ending	<u>\$ 5,285,000</u>	<u>\$ 580,980</u>	<u>\$ 5,865,980</u>

Long-term liabilities are comprised of the following:

	Original Amount	Issue Date	Maturity Date	Interest Rate %	Outstanding at June 30, 2008	Current Portion
General obligation bond payable:						
High school construction	\$ 11,685,000	2000	2015	4.5-5.25	\$ 5,285,000	\$ 800,000
Compensated absences payable:						
Vested sick leave					197,004	-
Accrued vacation leave					146,598	-
Vested retirement stipend					237,378	-
					<u>580,980</u>	<u>-</u>
					<u>\$ 5,865,980</u>	<u>\$ 800,000</u>

The annual requirements to amortize the general obligation bond outstanding as of June 30, 2008, including interest payments, are as follow:

Fiscal Year Ending June 30,	Principal	Interest	Total
2009	\$ 800,000	\$ 275,463	\$ 1,075,463
2010	800,000	235,463	1,035,463
2011	800,000	193,463	993,463
2012	800,000	151,463	951,463
2013	800,000	109,463	909,463
2014-2015	1,285,000	92,925	1,377,925
Totals	<u>\$ 5,285,000</u>	<u>\$ 1,058,240</u>	<u>\$ 6,343,240</u>

The bond is a general obligation debt of the School District, which is backed by its full faith and credit, and will be repaid from general governmental revenues.

NOTE 3 - OTHER MATTERS

3-A Pensions

The School District participates in the New Hampshire Retirement System (the System) which is the administrator of a cost-sharing multiple-employer contributory pension plan and trust established in 1967 by RSA 100-A:2 and is qualified as a tax-exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The plan is a contributory, defined benefit plan providing service, disability, death and vested retirement benefits to members and their beneficiaries. Provision for benefits and contributions are established and can be amended by the New Hampshire Legislature. The System issues a publicly available financial report that may be obtained by writing the New Hampshire Retirement System, 54 Regional Drive, Concord, NH 03301.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2008

The System is financed by contributions from both the employees and the School District. Member contribution rates are established and may be amended by the State legislature while employer contribution rates are set by the System trustees based on an actuarial valuation. All employees are required to contribute 5% of earnable compensation. For fiscal year 2008, the School District contributed 5.80% for teachers and 8.74% for other employees. The contribution requirements for the Litchfield School District for the fiscal years 2006, 2007 and 2008 were \$320,545, \$344,758 and \$555,117 respectively, which were paid in full in each year.

The State of New Hampshire funds 35% of employer costs for teachers employed by the School District. This amount, \$229,299, is reported as an "on-behalf payment," as an expenditure and revenue on the governmental funds statement of revenues, expenditures and changes in fund balances, and as an expense and revenue on the statement of activities.

3-B Risk Management

The School District is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters. During fiscal year 2008, the School District was a member of the New Hampshire Public Risk Management Exchange (Primex) Workers' Compensation and Property/Liability Programs, which are pooled risk management programs under RSAs 5-B and 281-A. The workers' compensation and employer's liability policy provides statutory coverage for workers' compensation and up to \$2,000,000 of employer's liability coverage. Primex retained \$500,000 of each workers' compensation and liability loss, and \$200,000 of each property loss. The combined liability package includes coverage for property, auto, liability, errors and omissions, crime, and boiler and machinery. The membership and coverage run from July 1 through June 30. The estimated net contribution from the Litchfield School District billed and paid for the year ended June 30, 2008 was \$64,819 for property/liability, and \$51,231 for workers' compensation. The member participation agreements permit Primex to make additional assessments to members, should there be a deficiency in contributions for any member year, not to exceed the member's annual contribution. At this time, Primex foresees no likelihood of any additional assessment for this or any prior year.

3-C Contingent Liabilities

The School District has received federal and state grants for specific purposes that are subject to review and audit by the grantor agencies or their designee. These audits could result in a request for reimbursement from the grantor agency for costs disallowed under terms of the grant. Based on prior experience, the School District believes such disallowances, if any, will be immaterial.

There are various legal suits pending against the Town which arose in the normal course of the Town's activities. In the opinion of management, the ultimate disposition of these suits will not have a material effect on the financial position of the Town.

REQUIRED SUPPLEMENTARY INFORMATION

EXHIBIT E-1
LITCHFIELD SCHOOL DISTRICT
Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual (Non-GAAP Budgetary Basis)
For the Fiscal Year Ended June 30, 2008

	Original Budget	Final Budget	Actual	Variance Positive (Negative)
Revenues:				
School district assessment	\$ 8,534,730	\$ 8,534,730	\$ 8,534,730	\$ -
Other local	146,186	202,151	245,034	42,883
State	8,250,190	8,250,190	8,275,788	25,598
Federal	60,000	60,000	80,101	20,101
Total revenues	16,991,106	17,047,071	17,135,653	88,582
Expenditures:				
Current:				
Instruction	10,264,084	10,264,084	9,533,307	730,777
Support services:				
Student	1,231,217	1,231,217	1,179,859	51,358
Instructional staff	474,500	474,500	528,119	(53,619)
General administration	83,894	83,894	71,784	12,110
Executive administration	455,278	455,278	430,090	25,188
School administration	1,051,852	1,051,852	1,052,616	(764)
Business	303,294	303,294	347,337	(44,043)
Operation and maintenance of plant	1,780,256	1,780,256	1,863,006	(82,750)
Student transportation	750,914	750,914	616,975	133,939
Other	446,993	446,993	453,127	(6,134)
Debt service:				
Principal	800,000	800,000	800,000	-
Interest	315,463	315,463	315,462	1
Facilities acquisition and construction	114,529	170,494	558,503	(388,009)
Total expenditures	18,072,274	18,128,239	17,750,185	378,054
Deficiency of revenues under expenditures	(1,081,168)	(1,081,168)	(614,532)	466,636
Other financing uses:				
Transfers out	(900)	(900)	-	900
Net change in fund balance	\$ (1,082,068)	\$ (1,082,068)	(614,532)	\$ 467,536
Unreserved fund balance, beginning			1,082,068	
Unreserved fund balance, ending			\$ 467,536	

The notes to the required supplementary information are an integral part of this statement.

EXHIBIT E-2
LITCHFIELD SCHOOL DISTRICT
Grants Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual (GAAP Basis)
For the Fiscal Year Ended June 30, 2008

	Original and Final Budget	Actual	Variance Positive (Negative)
Revenues:			
Local	\$ -	\$ 4,608	\$ 4,608
Federal	425,000	448,909	23,909
Total revenues	425,000	453,517	28,517
Expenditures:			
Current:			
Instruction	425,000	453,517	(28,517)
Net change in fund balance	<u>\$ -</u>	-	<u>\$ -</u>
Fund balance, beginning		-	
Fund balance, ending		<u>\$ -</u>	

The notes to the required supplementary information are an integral part of this statement.

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION
FOR THE FISCAL YEAR ENDED
JUNE 30, 2008

General Budget Policies..... 1
Budgetary Reconciliation..... 2
Excess of Expenditures over Appropriations..... 3

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION
FOR THE FISCAL YEAR ENDED
JUNE 30, 2008

1. General Budget Policies

General governmental revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with various legal requirements which govern the School District's operations. At its annual meeting, the School District adopts a budget for the general and grants funds, as well as the nonmajor food service fund. Except as reconciled below, the budget was adopted on a basis consistent with U.S. generally accepted accounting principles.

Management may transfer appropriations between operating categories as deemed necessary, but expenditures may not legally exceed budgeted appropriations in total. All annual appropriations lapse at year-end unless encumbered.

Encumbrance accounting, under which purchase orders, contracts, and continuing appropriations (certain projects and specific items not fully expended at year-end) are recognized, is employed in the governmental funds. Encumbrances are not the equivalent of expenditures, and are therefore, reported as part of the fund balance at year-end, and are carried forward to supplement appropriations of the subsequent year.

State statutes require balanced budgets, but provide for the use of beginning unreserved fund balance to achieve that end. In the fiscal year 2008, \$1,082,068 of the beginning general fund fund balance was applied for this purpose.

2. Budgetary Reconciliation

The following reconciles the general fund budgetary basis to the GAAP basis.

Revenues:	
Per Exhibit E-1 (budgetary basis)	\$ 17,135,653
Adjustment:	
Basis difference:	
On-behalf retirement contributions made by the State of New Hampshire recognized as revenue on the GAAP basis, but not on the budgetary basis	229,299
Per Exhibit C-3 (GAAP basis)	<u>\$ 17,364,952</u>
Expenditures:	
Per Exhibit E-1 (budgetary basis)	\$ 17,750,185
Adjustments:	
Basis difference:	
Encumbrances, beginning	231,849
Encumbrances, ending	(600,283)
On-behalf retirement contributions made by the State of New Hampshire recognized as expenditures on the GAAP basis, but not on the budgetary basis	229,299
Per Exhibit C-3 (GAAP basis)	<u>\$ 17,611,050</u>

3. Excess of Expenditures Over Appropriations

The grants fund had an excess of expenditures over appropriations of \$28,517 for the year ended June 30, 2008. Overexpenditures were due to the receipt and expenditure of unanticipated grant funds.

COMBINING AND INDIVIDUAL FUND SCHEDULES

SCHEDULE 1
LITCHFIELD SCHOOL DISTRICT
Major General Fund
Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis)
For the Fiscal Year Ended June 30, 2008

	Estimated	Actual	Variance Positive (Negative)
School district assessment:			
Current appropriation	\$ 8,534,730	\$ 8,534,730	\$ -
Other local sources:			
Tuition	106,686	100,348	(6,338)
Transportation	7,500	9,410	1,910
Investment earnings	25,000	42,105	17,105
Impact fees	55,965	55,965	-
Rentals	-	2,290	2,290
Miscellaneous	7,000	34,916	27,916
Total from other local sources	<u>202,151</u>	<u>245,034</u>	<u>42,883</u>
State sources:			
Adequacy aid (grant)	6,060,310	6,060,310	-
Adequacy aid (tax)	1,830,179	1,830,179	-
School building aid	284,701	284,701	-
Catastrophic aid	75,000	95,666	20,666
Vocational aid	-	4,932	4,932
Total from state sources	<u>8,250,190</u>	<u>8,275,788</u>	<u>25,598</u>
Federal sources:			
Medicaid	<u>60,000</u>	<u>80,101</u>	<u>20,101</u>
Total revenues	17,047,071	<u>\$ 17,135,653</u>	<u>\$ 88,582</u>
Use of fund balance to reduce school district assessment	1,082,068		
Total revenues and use of fund balance	<u>\$ 18,129,139</u>		

SCHEDULE 2
LITCHFIELD SCHOOL DISTRICT
Major General Fund

Schedule of Appropriations, Expenditures and Encumbrances (Non-GAAP Budgetary Basis)
For the Fiscal Year Ended June 30, 2008

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive Negative
Current:					
Instruction:					
Regular programs	\$ 307	\$ 7,390,664	\$ 7,043,097	\$ 13,306	\$ 334,568
Special programs	1,475	2,293,949	2,006,583	2,614	286,227
Vocational programs	-	40,555	9,060	9,345	22,150
Other	-	538,916	451,084	-	87,832
Total instruction	<u>1,782</u>	<u>10,264,084</u>	<u>9,509,824</u>	<u>25,265</u>	<u>730,777</u>
Support services:					
Student	3,594	1,231,217	1,180,615	2,838	51,358
Instructional staff	1,743	474,500	495,174	34,688	(53,619)
General administration	-	83,894	71,784	-	12,110
Executive administration	63,211	455,278	491,398	1,903	25,188
School administration	-	1,051,852	1,050,409	2,207	(764)
Business	70,000	303,294	378,055	39,282	(44,043)
Operation and maintenance of plant	28,037	1,780,256	1,830,079	60,964	(82,750)
Student transportation	-	750,914	616,975	-	133,939
Other	3,975	446,993	435,668	21,434	(6,134)
Total support services	<u>170,560</u>	<u>6,578,198</u>	<u>6,550,157</u>	<u>163,316</u>	<u>35,285</u>
Debt service:					
Principal of long-term debt	-	800,000	800,000	-	-
Interest on long-term debt	-	315,463	315,462	-	1
Total debt service	<u>-</u>	<u>1,115,463</u>	<u>1,115,462</u>	<u>-</u>	<u>1</u>
Facilities acquisition and construction	<u>59,507</u>	<u>170,494</u>	<u>206,308</u>	<u>411,702</u>	<u>(388,009)</u>
Other financing uses:					
Transfers out	<u>-</u>	<u>900</u>	<u>-</u>	<u>-</u>	<u>900</u>
Total appropriations, expenditures, other financing uses and encumbrances	<u>\$ 231,849</u>	<u>\$ 18,129,139</u>	<u>\$ 17,381,751</u>	<u>\$ 600,283</u>	<u>\$ 378,954</u>

*SCHEDULE 3
LITCHFIELD SCHOOL DISTRICT
Major General Fund
Schedule of Changes in Unreserved - Undesignated Fund Balance (Non-GAAP Budgetary Basis)
For the Fiscal Year Ended June 30, 2008*

Unreserved, undesignated fund balance, beginning		\$	1,082,068
Changes:			
Unreserved fund balance used to reduce school district assessment			(1,082,068)
2007-2008 Budget summary:			
Revenue surplus (Schedule 1)	\$	88,582	
Unexpended balance of appropriations (Schedule 2)		<u>378,954</u>	
2007-2008 Budget surplus			<u>467,536</u>
Unreserved, undesignated fund balance, ending		\$	<u>467,536</u>

SCHEDULE 4
LITCHFIELD SCHOOL DISTRICT
Nonmajor Governmental Funds
Combining Balance Sheet
June 30, 2008

	Special Revenue Funds		
	Food Service	Expendable Trust	Total
ASSETS			
Cash and cash equivalents	\$ 127,247	\$ -	\$ 127,247
Receivables:			
Accounts	1,680	-	1,680
Intergovernmental	5,305	104,204	109,509
Interfund receivable	1,954	-	1,954
Total assets	<u>\$ 136,186</u>	<u>\$ 104,204</u>	<u>\$ 240,390</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Deferred revenue	\$ 7,548	\$ -	\$ 7,548
Fund balances:			
Unreserved, undesignated	128,638	104,204	232,842
Total liabilities and fund balances	<u>\$ 136,186</u>	<u>\$ 104,204</u>	<u>\$ 240,390</u>

SCHEDULE 5
LITCHFIELD SCHOOL DISTRICT
Nonmajor Governmental Funds
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Year Ended June 30, 2008

	Special Revenue Funds		
	Food Service	Expendable Trust	Total
Revenues:			
Local	\$ 464,841	\$ 816	\$ 465,657
State	5,538	-	5,538
Federal	80,029	-	80,029
Total revenues	550,408	816	551,224
Expenditures:			
Current:			
Non-instructional services	559,751	-	559,751
Net change in fund balances	(9,343)	816	(8,527)
Fund balances, beginning	137,981	103,388	241,369
Fund balances, ending	<u>\$ 128,638</u>	<u>\$ 104,204</u>	<u>\$ 232,842</u>

*SCHEDULE 6
LITCHFIELD SCHOOL DISTRICT
Agency Funds
Combining Schedule of Changes in Student Activities Funds
For the Fiscal Year Ended June 30, 2008*

SCHOOL	Balance, beginning	Additions	Deductions	Balance, ending
Campbell High	\$ 83,431	\$ 310,830	\$ 242,494	\$ 151,767
Litchfield Middle	22,888	199,679	180,465	42,102
Griffin Memorial	5,026	34,282	34,188	5,120
Totals	<u>\$ 111,345</u>	<u>\$ 544,791</u>	<u>\$ 457,147</u>	<u>\$ 198,989</u>

***SINGLE AUDIT ACT SCHEDULES
AND INDEPENDENT AUDITOR'S REPORTS***



PLODZIK & SANDERSON

Professional Association/Accountants & Auditors

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

***REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER
FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS***

To the Members of the School Board
Litchfield School District
Litchfield, New Hampshire

We have audited the governmental activities, each major fund, and the aggregate remaining fund information of the Litchfield School District as of and for the year ended June 30, 2008, and have issued our report thereon dated February 5, 2009. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Litchfield School District's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Litchfield School District's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Litchfield School District's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Litchfield School District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

*Litchfield School District
Report on Compliance and on Internal Control Over Financial Reporting Based on an
Audit of Financial Statements Performed in Accordance with Government Auditing Standards*

This report is intended solely for the information and use of management, the school board, others within the entity, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Nigay A. Colly, CPA

February 5, 2009

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Professional Association



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Professional Association/Accountants & Auditors

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REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

To the Members of the School Board
Litchfield School District
Litchfield, New Hampshire

Compliance

We have audited the compliance of the Litchfield School District with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 *Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 2008. The Litchfield School District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the Litchfield School District's management. Our responsibility is to express an opinion on the Litchfield School District's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Litchfield School District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Litchfield School District's compliance with those requirements.

In our opinion, the Litchfield School District complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2008.

Internal Control over Compliance

The management of the Litchfield School District is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the Litchfield School District's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance.

A *control deficiency* in an entity's internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the entity's internal control.

A *material weakness* is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the entity's internal control.

Litchfield School District

Report on Compliance with Requirements Applicable to Each Major Program and Internal Control Over Compliance in Accordance with OMB Circular A-133

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

This report is intended solely for the information and use of management, the school board, others within the entity, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Nancy A. Colly, CPA

February 5, 2009

PLODZIK & SANDERSON
Professional Association

SCHEDULE I
LITCHFIELD SCHOOL DISTRICT
Schedule of Findings and Questioned Costs
For the Fiscal Year Ended June 30, 2008

SECTION I - SUMMARY OF AUDITOR'S RESULTS

A. Financial Statements

1. The auditor's report expresses an unqualified opinion on the financial statements.
2. There were no material weaknesses identified relating to the internal control over financial reporting.
3. There were no significant deficiencies identified which were not considered material weaknesses relating to the internal control over financial reporting.
4. There were no instances of noncompliance material to the financial statements identified.

B. Federal Awards

1. There were no material weaknesses identified relating to the internal control over major programs.
2. There were no significant deficiencies identified which were not considered material weaknesses relating to the internal control over major programs.
3. The auditor's report on compliance for major programs expresses an unqualified opinion.
4. There are no audit findings required to be reported in accordance with Circular A-133.
5. The programs tested as major programs are the Special Education Cluster, and CFDA No. 84.186: Safe and Drug-free Schools and Communities – State Grants.
6. The threshold for distinguishing between Types A and B programs was \$300,000.
7. The Litchfield School District was determined not to be a low-risk auditee.

SECTION II - FINANCIAL STATEMENT FINDINGS

NONE

SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

NONE

SCHEDULE II
LITCHFIELD SCHOOL DISTRICT
Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended June 30, 2008

FEDERAL GRANTOR/PASS THROUGH GRANTOR/PROGRAM TITLE	CFDA Number	Pass Through Grantor's Number	Expenditures
U.S. DEPARTMENT OF AGRICULTURE			
CHILD NUTRITION CLUSTER			
Passed Through the State of New Hampshire Department of Education			
National School Lunch Program	10.555	N/A	\$ 80,029
<i>CLUSTER TOTAL</i>			
U.S. DEPARTMENT OF EDUCATION			
Passed through the State of New Hampshire Department of Education			
Title I Grants to Local Educational Agencies:			
Title I - After School Program	84.010	70077	748
Title I - After School Program	84.010	80077	90,051
School in Need of Improvement	84.010	80187	19,797
<i>PROGRAM TOTAL</i>			110,597
SPECIAL EDUCATION CLUSTER			
Special Education - Grants to States	84.027	82562	252,351
Special Education - Preschool Grants	84.173	82746	5,693
<i>CLUSTER TOTAL</i>			258,044
Safe and Drug-Free School and Communities - State Grants:			
Title IV	84.186	76625	1,630
Title IV Redistribution	84.186	84377	1,438
Title IV	84.186	86582	3,821
<i>PROGRAM TOTAL</i>			6,889
State Grants for Innovative Programs:			
Title V	84.298	76081	955
Title V	84.298	86081	1,829
<i>PROGRAM TOTAL</i>			2,784
Improving Teacher Quality State Grants:			
Title II-A	84.367	74867	30,937
Targeted HPQD	84.367	84706	17,269
Title II-A	84.367	84867	22,389
<i>PROGRAM TOTAL</i>			70,595
GRAND TOTAL			\$ 528,938

LITCHFIELD SCHOOL DISTRICT
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE FISCAL YEAR ENDED
JUNE 30, 2008

NOTE A - SIGNIFICANT ACCOUNTING POLICIES

The accompanying schedule of expenditures of federal awards is prepared on the modified accrual basis of accounting, whereby transactions are reported in the same way as they are in the governmental funds financial statements.

NOTE B - FOOD DISTRIBUTION

Nonmonetary assistance is included in the schedule at the fair market value of the commodities on the date received.

Litchfield School District
Statement of Actual Expenditures for
Special Education Programs and Services

	2006 -- 2007	2007 -- 2008
EXPENDITURES		
Instruction	\$ 2,111,615.06	\$ 2,190,080.26
Related Services	\$ 487,994.10	\$ 540,783.10
Administration	\$ 171,306.53	\$ 178,413.77
Legal	\$ 2,991.07	\$ 10,920.94
Transportation	\$ 119,814.52	\$ 118,730.73
Total Expenditures	\$ 2,893,721.28	\$ 3,038,928.80
REVENUES		
NH Catastrophic Aid	\$ 157,564.89	\$ 95,666.05
IDEA Grant	\$ 322,924.29	\$ 252,351.37
Preschool Grant	\$ 12,029.39	\$ 5,692.96
Medicaid	\$ 92,227.56	\$ 80,100.90
Tuition	\$ 26,770.00	\$ 67,048.54
Hillsborough Cty. Grant	\$ 4,824.36	\$ 4,000.00
Total Revenues	\$ 616,340.49	\$ 504,859.82

Department of Special Services
Student Census of Disabilities
December 2008

DISABILITIES	IN DISTRICT	OUT OF DISTRICT	TOTAL
Hearing Impaired, Speech/Language Impairment, Visual Impairment	39	0	39
Orthopedic Impairment, Other Health Impairment, Multiple Disabilities, Autism	20	2	22
Mental Retardation, Developmental Delay	24	1	25
Learning Disabilities	36	1	37
Emotional Disturbance	3	3	6
TOTAL	122	7	129

SCHOOL BUDGET FORM
BUDGET FORM FOR SCHOOL DISTRICTS WHICH HAVE ADOPTED
THE PROVISIONS OF RSA 32:14 THROUGH 32:24

OF: LITCHFIELD, NH

Appropriations and Estimates of Revenue for the Fiscal Year From July 1, 2009 to June 30, 2010

IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

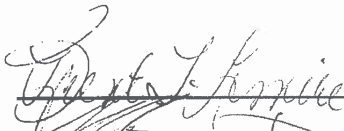



1. Use this form to list ALL APPROPRIATIONS in the appropriate recommended and not recommended area. This means the operating budget and all special and individual warrant articles must be posted.


2. Hold at least one public hearing on this budget.

3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the school clerk, and a copy sent to the Department of Revenue Administration at the address below within 20 days after the meeting.

This form was posted with the warrant on (Date): JANUARY 22, 2009

BUDGET COMMITTEE
Please sign in ink.



THIS BUDGET SHALL BE POSTED WITH THE SCHOOL WARRANT

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPAL SERVICES DIVISION
P.O. BOX 487, CONCORD, NH 03302-0487
(603)271-3397

Budget - School District of Litchfield FY 2010

1	2	3	4	5	6	7	8	9
Acct#	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	OP Bud. WARR. ART #	Expenditures for Year 7/1/07 to 6/30/08	Appropriations Current Year as Approved by DRA	School Board's Appropriations Ensuing Fiscal Year RECOMMENDED	School Board's Appropriations Ensuing Fiscal Year NOT RECOMMENDED	Budget Committee's Approp. Ensuing Fiscal Year RECOMMENDED	Budget Committee's Approp. Ensuing Fiscal Year NOT RECOMMENDED
	INSTRUCTION (1000-1999)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1100-1199	Regular Programs		7,043,096.42	7,628,449	7,733,979		7,733,979	0
1200-1299	Special Programs		2,006,592.81	2,448,896	2,534,263		2,534,263	0
1300-1399	Vocational Programs		9,059.76	34,072	34,072		34,072	0
1400-1499	Other Programs		418,742.39	466,952	473,613		465,913	7,700
1500-1599	Non-Public Programs		24,263.89	69,790	44,190		44,190	0
1600-1899	Adult & Community Programs		8,077.96	19,600	23,585		23,585	0
	SUPPORT SERVICES (2000-2999)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
2000-2199	Student Support Services		1,180,615.35	1,353,665	1,453,582		1,453,582	0
2200-2299	Instructional Staff Services		485,174.07	562,786	602,842		602,842	0
	General Administration	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
2310 840	School Board Contingency							
2310-2319	Other School Board		71,783.90	86,393	93,233		93,233	0
	Executive Administration	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
2320-310	SAU Management Services							
2320-2399	All Other Administration		491,398.00	493,772	518,469		518,469	0
2400-2499	School Administration Service		1,050,408.86	1,106,449	1,163,388		1,163,388	0
2500-2599	Business		376,055.06	368,927	298,427		298,427	0
2600-2699	Operation & Maintenance of Plant		1,830,078.55	1,897,866	2,095,565		2,060,565	15,000
2700-2799	Student Transportation		616,975.20	757,363	811,565		801,565	10,000
2800-2999	Support Service Central & Other		435,667.85	380,467	440,619		399,008	41,811
3000-3999	NON-INSTRUCTIONAL SERVICES							
4000-4999	FACILITIES ACQUISITIONS & CONSTRUCTION		206,308.45	96,627	287,938		287,938	0

1	2	3	4	5	6	7	8	9
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 323.V)	OP Bud WARR. ART.#	Expenditures for Year 7/1/07 to 6/30/08	Appropriations Current Year As Approved by DRA	School Board's Appropriations Ensuing Fiscal Year RECOMMENDED	School Board's Appropriations Ensuing Fiscal Year NOT RECOMMENDED	Budget Committee's Approp. Ensuing Fiscal Year RECOMMENDED	Budget Committee's Approp. Ensuing Fiscal Year NOT RECOMMENDED
OTHER OUTLAYS (5000-5999)								
5110	Debt Service - Principal		800,000.00	800,000	800,000		800,000	0
5120	Debt Service - Interest		315,462.48	275,463	235,463		235,463	0
FUND TRANSFERS								
5220-5221	To Food Service		560,118.31	587,344	622,154		622,154	0
5222-5228	To Other Special Revenue		453,516.52	535,000	535,000		535,000	0
5230-5239	To Capital Projects							
5251	To Capital Reserves (page 4)							
5252	To Expendable Trust (page 4)							
5253	To Non-Expendable Trusts							
5254	To Agency Funds							
5300-5399	Intergovernmental Agency Alloc.							
	SUPPLEMENTAL							
	DEFICIT							
	Operating Budget Total		\$18,395,385.83	\$19,969,921	\$20,802,147	\$0	\$20,727,936	\$74,511

****SPECIAL WARRANT ARTICLES****

Special warrant articles are defined in RSA 32:3, VI, as appropriations: 1) in petitioned warrant articles; 2) appropriations raised by bonds or notes; 3) appropriations to a separate fund created pursuant to law, such as capital reserve funds or trust funds; 4) an appropriation designated on the warrant as a special article or as a nonlapsing or nontransferable article.

1		2		3		4		5			
PURPOSE OF APPROPRIATIONS (RSA 32:3.V)		Expenditures for Year 7/1/07 to 6/30/08		Appropriations Current Year As Approved by DRA		WARR. ART.#		School Board's Appropriations Ensuing Fiscal Year		Budget Committee's Approp. Ensuing Fiscal Year	
Acct.#								RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED
5251	Special Education capital reserve fund		0	0	0	4		50,000		50,000	0

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Actual Revenues Prior Year	Revised Revenues Current Year	Estimated Revenues ENSUING FISCAL YEAR
REVENUE FROM LOCAL SOURCES			XXXXXXXX	XXXXXXXX	XXXXXXXX
1300-1349	Tuition		68,969	20,000	21,000
1400-1449	Transportation Fees		9,410	7,000	7,000
1500-1599	Earnings on Investments		42,458	25,000	25,350
1600-1699	Food Service Sales		464,487	524,844	540,804
1700-1799	Student Activities		25,377	69,790	44,190
1800-1899	Community Services Activities		6,002	15,000	17,025
1900-1999	Other Local Sources		93,171	7,000	12,000
REVENUE FROM STATE SOURCES			XXXXXXXX	XXXXXXXX	XXXXXXXX
3210	School Building Aid		284,701	255,371	255,371
3220	Kindergarten Aid				303,330
3230	Catastrophic Aid		95,666	93,224	106,541
3240-3249	Vocational Aid		4,932	2,000	2,000
3250	Adult Education				
3260	Child Nutrition		5,538	5,500	4,000
3270	Driver Education				
3290-3299	Other State Sources				
REVENUE FROM FEDERAL SOURCES			XXXXXXXX	XXXXXXXX	XXXXXXXX
4100-4539	Federal Program Grants		196,558	265,000	265,000
4540	Vocational Education				
4550	Adult Education				
4560	Child Nutrition		80,029	57,000	77,000
4570	Disabilities Programs		252,351	270,000	270,000
4580	Medicaid Distribution		80,101	60,000	60,000
4590-4999	Other Federal Sources (except 4810)				
4810	Federal Forest Reserve				
OTHER FINANCING SOURCES			XXXXXXXX	XXXXXXXX	XXXXXXXX
5110-5139	Sale of Bonds or Notes				
5221	Transfer from Food Service-Spec.Rev.Fund				
5222	Transfer from Other Special Revenue Funds				
5230	Transfer from Capital Project Funds				
5251	Transfer from Capital Reserve Funds				

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Actual Revenues Prior Year	Revised Revenues Current Year	Estimated Revenues ENSUING FISCAL YEAR
OTHER FINANCING SOURCES CONT.			XXXXXXXX	XXXXXXXX	XXXXXXXX
5252	Transfer from Expendable Trust Funds				
5253	Transfer from Non-Expendable Trust Funds				
5300-5699	Other Financing Sources				
5140	This Section for Calculation of RAN's (Reimbursement Anticipation Notes) Per RSA 196:20-D for Catastrophic Aid Borrowing RAN, Revenue This FY _____ less RAN, Revenue Last FY _____ =NET RAN				
	Supplemental Appropriation (Contra)				
	Voted From Fund Balance				50,000
	Fund Balance to Reduce Taxes			467,536	200,000
	Total Estimated Revenue & Credits		1,709,750	2,144,265	2,260,611

****BUDGET SUMMARY****

	Current Year Adopted Budget	School Board's Recommended Budget	Budget Committee's Recommended Budget
Operating Budget Appropriations Recommended (from page 3)	19,969,921	20,802,147	20,727,636
Special Warrant Articles Recommended (from page 4)		50,000	50,000
Individual Warrant Articles Recommended (from page 4)		457,623	457,623
TOTAL Appropriations Recommended	19,969,921	21,309,770	21,235,259
Less: Amount of Estimated Revenues & Credits (from above)	2,144,265	2,260,611	2,260,611
Less: Amount of Statewide Enhanced Education Tax/Grant	6,060,310	6,060,310	6,060,310
Estimated Amount of Local Taxes to be Raised For Education	11,765,346	12,988,849	12,914,338

Maximum Allowable Increase to Budget Committee's Recommended Budget per RSA 32:18: **\$2,019,980**
(See Supplemental Schedule With 10% Calculation)

BUDGET COMMITTEE SUPPLEMENTAL SCHEDULE

(For Calculating 10% Maximum Increase)
(RSA 32:18, 19, & 32:21)

VERSION #2: Use if you have Collective Bargaining Cost Items

LOCAL GOVERNMENTAL UNIT: Litchfield School District FISCAL YEAR END 2010

Col. A

	RECOMMENDED AMOUNT		
1. Total RECOMMENDED by Budget Committee (see budget MS7, 27, or 37)	\$21,235,259		
LESS EXCLUSIONS:			
2. Principal: Long-Term Bonds & Notes	(800,000)		
3. Interest: Long-Term Bonds & Notes	(235,463)		
4. Capital Outlays Funded From Long-Term Bonds & Notes per RSA 33:8 & 33:7-b	0		
5. Mandatory Assessments	0		
6. TOTAL EXCLUSIONS (Sum of rows 2-5)	< 1,035,463 >		
7. Amount recommended less recommended exclusion amounts (Line 1 less Line 6)	\$20,199,796		
8. Line 7 times 10%	\$2,019,980		
9. Maximum allowable appropriation prior to vote (Line 1 + 8)	\$23,255,239	Col. B	Col. C (Col. B-A)
10. Collective Bargaining Cost Items, RSA 32:19 & 273-A:1, IV, (Complete Col. A prior to meeting & Col. B and Col. C at meeting)	Cost items recommended \$457,623	Cost Items voted	Amt. voted above recommended

MAXIMUM ALLOWABLE APPROPRIATIONS VOTED

At meeting, add Line 9 + Column C.

\$ 23,255,239

Line 8 plus any amounts in Column C (amounts voted above recommended) is the allowable increase to budget committee's recommended budget. Enter this amount on the bottom of the posted budget form, MS7, 27, or 37.

Please attach a copy of this completed supplemental schedule to the back of the budget form.

MBA 10%
Rev. 06/08

Office of the Superintendent of Schools

1 Highlander Court
Litchfield, NH 03052
578-3570

Elaine F. Cutler, Ed. D, Interim Superintendent
Stephen Martin, Business Administrator
Amanda Lecaroz, Director Curriculum and Instruction
Deb Mahoney, Director Human Resources
Ronda Gregg, Director Special Services
Bruce Ballou, Director Technology
Hilda Lawrence, Director Food Service

Griffin Memorial School

229 Charles Bancroft Highway
Litchfield, NH 03052
424-5931
Martin Schlichter, Principal
Stacy Maghakian, Assistant Principal

Litchfield Middle School

19 McElwain Drive
Litchfield, NH 03052
424-2133
Tom Lecklider, Principal
Peter Lubelczyk, Assistant Principal

Campbell High School

1 Highlander Court
Litchfield, NH 03052
546-0300
Robert Manseau, Principal
Laurie Rothhaus, Assistant Principal

Notes

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